

**Minutes of Electronic Correspondence of the Trustees of the  
Educational Foundation of Abigail Bailey and Ann Levett  
On 16<sup>th</sup> January 2021**

**Participating:**

Melvyn Wooding (Chair), Raymond Dyer, Andrew Seaman, Arthur Wright,  
Peggy Deards, Sharen Hegarty (Trustees)  
Adrian Dale (Clerk)

**2021.1 Annual Meeting of the Foundation**

The Clerk explained that it would not be possible to hold the Annual Meeting of the Foundation owing to the ongoing Covid-19 pandemic. The purpose of the Annual Meeting is normally to review the accounts for the preceding year, to agree appointments, to discuss future plans and to agree a budget.

Although some of these items can be reasonably postponed, it is important that the accounts for 2020 are prepared, reviewed and agreed.

John Ellred, Treasurer of the Parochial Church Council agreed to independently examine our draft annual report and accounts found at:

<http://villagehall.chelveston.org.uk/finance/2020/Trustees-Annual-Report-2020>.

He agreed that the accounts as reported agreed with the records of all financial transactions and that they were a true and fair representation of our financial position. He agreed for the independent examination to be signed on his behalf:

<http://villagehall.chelveston.org.uk/finance/2020/309769-cc16a-2020>

Accordingly the Trustees unanimously RESOLVED to ask the Clerk to submit the accounts and Annual Report to the Charity Commission.



Adrian Dale  
Clerk to the Trustees  
21 Water Lane  
Chelveston  
NN9 6AP

Melvyn Wooding  
Chairman of the Trustees  
Melrose Cottage  
Caldecott  
NN9 6AR