

**Minutes of the Final Annual Meeting of the Trustees of the
Educational Foundation of Abigail Bailey and Ann Levett
On 27th January 2025**

Participating:

Melvyn Wooding (Chair), Raymond Dyer, Andrew Seaman, ~~Arthur Wright~~,
Sharen Hegarty, Mark Hunter, Louise Bishop (Trustees), Adrian Dale (Clerk)

2025.1 Approval of the final Trustees' Annual Report

The final [Trustees' Annual Report](#) was presented. The financial outturn was a good one with an increase in reserves of over £20k.

It was **RESOLVED** by majority of Trustees to instruct the Clerk submit the report and annual accounts to the Charity Commission.

2025.2 Vesting Declaration

A [Vesting Declaration](#) had been prepared as a deed to authorise the transfer of the assets of the Foundation to the CIO. This was executed electronically on the 1st January 2025.

All the Trustees signed the document in person, witnessed by the Clerk.

2025.3 Presentation of achievements

The Clerk made a [presentation](#) which highlighted the achievements since the Foundation was remodelled in 2010. Photographs of the major projects had been supplied by Melvyn Wooding and Mark Hunter.

All the projects from 2015 onwards were conceived and driven by Melvyn Wooding. In recognition of this, the Clerk presented Melvyn with 2 framed aerial photographs showing the change from 1985 to the present day.

2025.4 Resignation of the individual Trustees

Having completed the business of the meeting, it was **RESOLVED** that the individual Trustees would retire with immediate effect leaving the Parish Council of Chelveston cum Caldecott to be the sole corporate trustee.

Mark Hunter, acting on behalf of the remaining sole trustee thanked the retiring Trustees for their long service and instructed the Clerk to notify the Charity Commission of the changes.

2025.5 Merger and winding up of the Foundation

The Clerk was also instructed to begin the process of formally merging the Educational Foundation of Abigail Bailey and Ann Levett into the new CIO.

A handwritten signature in black ink, appearing to read 'ADRIAN DALE', with a long horizontal stroke extending to the right. The signature is written over a faint, semi-transparent watermark that says 'Electronic signature'.

Adrian Dale (Clerk)