



ANNUAL GENERAL MEETING

Wednesday 10 June 2026 at 7pm

AGENDA

1. Welcome, introductions and apologies
2. Minutes of the previous AGM and Matters Arising
3. Reports from Treasurer and Chair
4. Election of trustees for 2026/27

Nomination forms have been received from the following existing trustees:

Denis Peel	Robin Piette	Viv Smith	Jacqueline Haigh
Helen Rafferty	Fiona Oomes	Margaret Anderson	Julian Bates
John Goddard	Christine Wilkinson		

No new nominations have been received.

5. Election of officers for 2026/27

Nominations have been received for officers from:

Christine Wilkinson: Chair	Robin Piette: Vice-Chair
John Goddard: Vice-Chair	Julian Bates: Treasurer

6. Resolutions

Resolution 1

To adopt the proposed constitution for the charitable incorporated organisation (CIO) to be known as Wylam Institute Community Association, on the understanding that the new CIO will not have members and that anyone residing in the NE41 postcode can vote at the AGM.

Resolution 2

Approval to maintain a reserves balance of £25,000 for 2026/27.

Additional information for the two Resolutions is overleaf.

7. Any other business

Any items of other business should be received by the Chair no later than 15 minutes before the meeting commences.

Addendum to Agenda for Wylam Institute Community Association Annual General Meeting on 10 June 2026 at 7pm

Resolutions – additional information

Resolution 1: adopting the proposed constitution for the CIO

The AGM in June 2025 approved a new constitution for the charitable incorporated organisation (CIO) to be named ‘Wylam Institute Community Association’. Due to unforeseen circumstances the constitution was not submitted and, in Autumn 2025, Action for Communities in Rural England (ACRE) revised the template constitution and had this approved by the Charity Commission.

The Institute have incorporated changes in the template with the constitution approved by the members at the AGM in June 2025 and request that this is approved by the members at tonight’s meeting. A summary of changes made is:

Title	Addition of constitution date (registered with Commission) and Charity Registration Number.
3. Objects	Addition of minor wording to align closely (but not exactly) with the ACRE template.
10. Charity Trustees	10.3.3(b) increased from 1 to 6 user body trustees.
31. Saving provisions	New clauses 31.1 and 31.2 ensuring validity of trustee decisions notwithstanding any issue pertaining to that trustee.
Clause 16 indicates that ‘the only persons eligible to be members of the CIO are its charity trustees’. References to ‘members’ and ‘trustees’ throughout the constitution refer to the same people.	
Clause 18 simplifies the notice for an Annual General Meeting to ‘at least fourteen days’.	
Minor wording changes throughout the document.	

The Trustees approved, in principle, the draft constitution in May 2026 and we are seeking member approval for this document to be the new CIO constitution at the AGM.

Resolution 2: approval to maintain a minimum £25,000 reserves balance

The reserves balance of £25,000 was agreed in January 2025 when the Financial Reserves policy was approved by the committee. The reserves balance is retained for the following reasons:

- To ensure **continuity** in the event of a large variation in income levels.
- To ensure that there is an amount available to spend in **emergencies**.
- To cover **specific future project** expenditure.
- To ensure that there are funds available for **closure** in a situation where the Institute can no longer operate.

The reserves balance is retained separately from other Institute funds.

The reserve must be reviewed annually at the AGM and the committee is seeking approval to retain the balance at £25,000.