

## **involve Community Services**

### **PROGRAMME FOR ANNUAL GENERAL MEETING**

Thursday 20<sup>th</sup> October from 6pm to 7.30pm  
The Coppid Beech Hotel, John Nike Way, Bracknell RG12 8TF

6.00pm: Refreshments available

6.05pm: Business to commence as per Agenda below

6.45pm: Cheese, Wine and Quiz night

### **AGENDA**

1. Welcome.
2. Apologies.
3. Approval of Minutes of last year's AGM 29 October 2015.
4. Matters arising from Minutes.
5. Chairman's Report.
6. General Manager's Report
7. Trustees Report and Financial Statements for year ending 31 March 2016.
8. Election of Trustees:
  - a. Retiring Trustees eligible for re-election – Peter Redford, Edward Sawbridge and Gareth Barnard.
  - b. Election of Kate Bishop, Fiona Kelly, James Harrison, Mike Gibson, and Geoffrey Taylor.
  - c. Vote of thanks for retiring trustees Simon Drew, Dale Birch.
9. Appointment of the Auditors of the Company.
10. Any Other Business.

### **CHEESE & WINE AND QUIZ**

General Manager: Philip Cook will be stepping up as Quiz master.

Peter Redford  
Chair

## **involve Community Services**

Registered Charity No. 1061373. Company Limited by Guarantee. Registered in England No. 3332555

### **Minutes of the Annual General Meeting 20<sup>th</sup> October 2016**

- Meeting officially opened at 6.20pm by the Chair, Peter Redford (PR).
- **Welcome and Introductions** were made to the following:
  - Cllr Ash Merry (Mayor of Bracknell Town)
  - Cllr Mrs Isabel Mattick, Mayoress
  - Cllr Gwynneth Hewetson (Deputy Mayor of Wokingham Town)
  - Cllr Tony Virgo (Mayor of Bracknell Forest)
  - Cllr Philip Wallington (Mayor of Sandhurst)
  - Cllr Jenny Cheng (Mayor of Woodley)
  - Cllr Jackie Rance (Mayor of Early)

**Apologies** – there were no apologies made on the evening. (Full list of apologies received in advance of the meeting at the end of these minutes).

#### **Chairman's report – Delivered by Peter Redford**

##### **Approval of Minutes**

- PR requested approval of the minutes from the last AGM in 2015. These were approved and proposed by Simon Drew (SD) and seconded by Geoff Hallet (GH)

##### **Matters Arising;**

- There were none.

##### **General Managers Report**

- Philip Cook (PC) gave an update and overview of the year passed and where the organisation is now and where it is moving forward.

##### **Questions;**

- Gwynneth Hewetson; The Link visiting Scheme, could this be added to the Wokingham Borough/Befriending section?
  - PC – will look into the possibility of doing this next year although they are a separate charity and organisation

##### **Financial report**

##### **Questions: - No questions received**

- Approval of accounts were proposed by SD and seconded by GH. All attendees voted in favour of approving the accounts.

### **Appointment of new Trustees**

- There are 5 new trustees to be appointed: All attendees were in favour of the 5 new trustees joining involve. This was then proposed by SD and seconded by Marion Drew (MD).
- A vote of thanks was proposed to Dale Birch and Simon Drew – retiring trustees from 15/16.

### **Appointment of Independent Examiner**

- Involve will look to continue to use Rice Associates as their Independent Examiners. All attendees voted in favour of this and proposal was made by Edward Sawbridge (ES) and seconded by GH.

### **AOB/Questions**

- Gwynneth and Tony Hewetson asked if Involve had aspirations to take over as much work from Wokingham Borough as they do for Bracknell Forest (i.e. Wokingham Volunteer Centre and the Befriending Scheme). Answer; No, Involve will work closely with the voluntary and community sector and focus on our core work to make an exceptional contribution to charities and community groups in the 2 borough's. The network in Wokingham has been in existence for thirty years although only associated with Involve since 2014. Involve intends to work closely with Wokingham as well as Reading, West Berks, Windsor & Maidenhead and Slough to look at cross projects, not mergers or takeovers.
- Question from the audience - Can you join a similar body to help create a better organisation? Answer Involve is not a regulatory body, we help, support and guide, we can agree on more collaboration to reduce duplications on such things as fighting for funds or staff. It is better to share facilities and it is envisaged that Involve will offer a passport scheme, whereby volunteers can have records of training and experience. It is always good to hold joint events and lead by example.
- Elaine Chalmers- Brown asked, the government are seeking to save money by giving key roles to the voluntary sector, do you support this action and how do you intend to deal with it? Answer; The voluntary and community sector is going to be leaned on heavily in the coming years. We offer training, support and supervision and will continue to support the sector as best as we can, we may have to charge for more of our own services in the future. Involve will always be there to help. The problem will not be solved by putting pressure on the voluntary sector. Involve sits on a number of partnership boards and panels and champions the sector as best as possible making this point.
- Lucy Brown - stated that Involve will be in a good position from their impending move. The ABC model of Asset Based Community is a powerful place. Involve should be a key member as Health and Social Care are merging. Answer; The offer of the voluntary and community sector is vast, and this can help services – involve can only do so much to contribute and support this - the last event organised by Health and Social Care was cancelled P.C has offered to talk more with LB re: ABC.
- Amira Sagher - Is there a future plan to bridge the funding gap offered to smaller charities? Being between areas, even going outside the borough has been a fruitless task when applying for help and support when looking for third sector services even with help from trustees. Even if they receive funds from local authorities, smaller charities would rather be self-sufficient so that they can be in a better position to encourage partnerships. Should procurement be the duty of Local Authorities? Answer; Local Authorities are under a huge strain themselves, contracts and tenders are aligned with National or European government processes, the chief executive of BFC has stated that there will be no change in the process as there isn't time or resources in the current climate. Cllr Tony Virgo added if there are particular issues then groups are welcome to contact him to discuss.

- Isabel Mattick stated that large corporations generally only sponsor national charities where smaller charities lose out. Answer: Smaller charities need to work at applications to gain finance and where possible move to be self-sufficient. Sharing and celebrating success will attract further funding.
- Tina Stevenson - Thanked Involve for its continual support and integrity. Answer; We are here for the voluntary and community sector and will continue to operate in a transparent way.

### Thank you's

- Thank you's were announced to all that contributed to the AGM including;
  - All Attendees
  - All involve staff & Trustees & Volunteers
  - Waitrose Bracknell for and refreshments.
  - VSP for donating wine and quiz prizes.
  - DMS for donating the AV equipment and to Alan from DMS who stayed as tech support for the evening

The meeting was officially closed at 7.05pm.

Other Apologies received in advance:

Name	Organisation
Cllr Tina McKenzie-Boyle	BFC
Cllr Chris Turrell	BFC
Lorraine Wade	Kerith Community Church
Cllr Pauline McKenzie	Bracknell Forest Council
Cllr Peter Hill	Bracknell Forest Council
Cllr Cliff Thompson	Bracknell Forest Council
Cllr Peter Hayden	Bracknell Forest Council
Natausha Van Vliet	PACT
Ben Cross	Reading Children & Voluntary Youth Services
Catherina Tam	Crossroads Care Wokingham
Jill Roswell	Uw Club
Christine Knox	Wokingham Voluntary Service
John Williams	Sandhurst Voluntary Care
Margaret Crookall	Friday Stroke Club
Mayor Cllr Philip Mirfin	Wokingham Town Council
Deputy Mayor	Wokingham Town Council
Pam Owels	Sandhurst Stroke and Disabled Club
Abby Thomas	BFC
Veira Bain	Bowling Club
James Morrison	Chairman, Careers Spingboard Bracknell
Mary Durman	Mencap Bracknell & Districts