

involve Community Services

PROGRAMME FOR ANNUAL GENERAL MEETING

Thursday 19th October from 6:30pm to 8pm
The Coppid Beech Hotel, John Nike Way, Bracknell RG12 8TF

6.15pm: Refreshments available
6.30pm: Business to commence as per Agenda below
7.15pm: Cheese, Wine and Quiz night

AGENDA

1. Welcome.
2. Apologies.
3. Approval of Minutes of last year's AGM 20th October 2016.
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 2017.
8. Election of Trustees:
 - a. Retiring Trustees eligible for re-election – None.
 - b. Election of Trustees: John Rodgers
 - c. Vote of thanks for retiring trustees Gareth Barnard, Ted Lowther, Geoff Hallett.
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.

James Harrison
Chair
involve Community Services

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

Minutes of the Annual General Meeting Thursday 19th 2017 held at The Coppid Beech Hotel

- **Meeting officially opened** 6.30 by James Harrison (Chair) (JH)
- **Welcome and Introductions** were made to the following:
 - Cllr Clive Harrison (Mayor of Bracknell Town)
 - Cllr Peter Lucey (Mayor of Wokingham Town)
 - Cllr Tina Mc Kenzie-Boyle (Mayor of Bracknell Forest)
 - Cllr Jenny Cheng (Mayor of Woodley)
 - Cllr Rob Stanton (Mayor of Wokingham Borough)

Apologies – Fiona Kelly and Kate Bishop. (Full list of apologies received in advance of the meeting at the end of these minutes).

Chairman's report – Delivered by James Harrison (Chair of Board)

Approval of Minutes

- JH requested approval of the minutes from the last AGM in 2016. These were approved and proposed by David Chalmers-Brown (DC-B) and seconded by Clare Rebbeck (CR)

Matters Arising;

- From Gwynneth Hewetson - The Link Visiting Scheme added to Wokingham Involve, the equivalent for befriending in Wokingham; Consistent with 100 befriended in Bracknell for 50,000, there are 250 in Wokingham for 90,000.
- Volunteer Centre, Bracknell from 420 showing interest 269 were referred onwards, Wokingham from a similar interest 260 referred onwards.

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.
- Martin Starkey (MS) (Business Development Manager) gave an update of where the business stood in relation to securing trustees within the local community by partnering with a professional company. He also outlined the training courses now available including a 'Future Leaders' course where candidates are trained at a minimal cost.

Questions;

No questions received.

Financial Report;

- A full report is available on the **Involve Website**.

Questions: - No questions received

- Approval of the accounts were proposed by Edward Sawbridge (ES) and seconded by Peter Redford (PR). All attendees voted in favour of approving the accounts.
- In conclusion ES thanked Jackie Eddolls for her hard work and great efficiency in preparing the accounts.

Appointment of new Trustees

Appointment; John Rogers (elected). Proposed by Mike Gibson, Seconded by Peter Redford.
Thanks to Retirees; Gareth Barnard, Geoff Hallett and Ted Lowther.

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 John Rogers and seconded by Elaine Chalmers-Brown.

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 refreshments.
 - Tesco for donating the wine.
 - DMS for donating the AV equipment and to Alan from DMS who stayed as tech support for the evening.
 - The Coppid Beech Hotel for donating the room.

The meeting was officially closed at 7.30pm.

Other Apologies received in advance:

Name	Organisation
Carol Allen	Bracknell Age Concern
Tracey Hedgecox	Bracknell Age Concern
Susan Mary Spiller	Crowthorne Singers
Tessa Dove	Homestart
David Hobbs	Crowthorne Community Minibus
Deborah Sellstrom	Surry Health Veterans
Jane Figg	Macular Society
Areti Nanou	Green Economics Institute
Gwynneth Hewetson	MoreArts
Jane Castle	Bullbrook Good Neighbours