

involve Community Services

PROGRAMME FOR ANNUAL GENERAL MEETING 2018

Thursday 18th October from 7pm to 8:30pm
The Coppid Beech Hotel, John Nike Way, Bracknell RG12 8TF

6.30pm: Refreshments available
7pm: Business to commence as per Agenda below
7.45pm: Cheese, Wine and Quiz night

AGENDA

1. Welcome.
2. Apologies.
3. Approval of Minutes of last year's AGM 19th October 2017.
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 2018.
8. Election of Trustees:
 - a. Retiring Trustees eligible for re-election – None.
 - b. Election of Trustees – Malcolm Dudson
 - c. Vote of thanks for retiring trustees Jamie McDougall and John Neville Dougall
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 18th October 2018 held at The Coppid Beech Hotel

- **Meeting officially opened** 7.00 pm by James Harrison (Chair) (JH)
- **Welcome and Introductions** were made to the following:
 - Cllr Mr Alvin Finch (Mayor of Bracknell Forest)
 - Cllr Sam Rahmouni and Mrs Carol Rutter (Mayor and Mayoress of Woodley)
 - Cllr Julian Mc Chee-Sumner (Mayor of Wokingham Borough)
 - Cllr Andy and Mrs Ann Blatchford (Sandhurst Town Mayor)
 - Cllr Mrs Sandra Ingham (Mayor of Bracknell Town)
 - Cllr Brian Wedge (Early Town Mayor)
 - Cllr John Kaiser (Mayor Of Wokingham Borough)

Apologies – Fiona Kelly, 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)

- Thank you to Tony Campbell, data assistant for 4 months funded by the Shaw Trust.
- Goodbye to; Yvette Hockley, Rita Woolford, Martin Starkey, Rebecca Benwell.
- Welcome to Bronte Smith and Jaki Carter.
- Huge thanks to our volunteers, all our befriending volunteers, all our Community Navigation Volunteers, Gill, Database and members volunteer. Amber, helping with our befriending café. Isobel and Jodie, Admin assistance.
- Thank you to all our funders. The Shanly Foundation, The Shaw Trust, The CO-OP, Anton Jurgen Trust, The Stevenson Family Trust, Waitrose, Bracknell Forest Council, Wokingham Borough Council, Berkshire West CCG, Silva Homes, Crowthorne Parish Council, Peoples Health Trust, Redwood Technologies, Berkshire Community Foundation, Easthampstead Rotary Club.
- Thank you to the following supporters. DMS Solutions, Boehringer Ingelheim, Easthampstead Rotary Club, The Capitol Building, Haymill Computers, The Coppid Beech Hotel, Waitrose, Redwood Technologies, VSP.
- 2017-18- Key Achievements. Maintained income at £400k, Maintained all services at existing capacity. Highly commended charity of the year at Thames Valley Business Magazine Awards. Nominated for the Queens Award for Voluntary Service.

Approval of Minutes

- JH requested approval of the minutes from the last AGM in 2017. These were approved by Philip Cook (PC) and seconded by Peter Redford (PR).

Matters Arising;

- 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.
- Befriending - quotes from clients 'I find it reassuring that I have someone I can trust to give me extra help when needed. I have made a very good friends.' 'My befriender makes a difference to my life and I look forward to seeing her and talking each week.' 'My befriender makes me feel wanted, makes me feel good about myself. Without her I would be lost.'
- Community Navigation Scheme - a total of 261 referrals received 2017/18, 432 total referrals received since February 2016' My son has found help and we have a much better understanding of how to find help now', mother of a 21 year old man with Cerebral Palsy and mobility issues, looking for social opportunities/activities.
- 'Your info was very helpful, things have been set up for my father now. Will definitely contact you in future if we need further help'. A lady called on behalf of her father who needed support with transport and was becoming isolated.
- Involve became the Charity of the Year of The Mayor of Wokingham, Cllr Rob Stanton- Where fundraising was to set up a Cancer Champions Scheme across the Wokingham Borough.
- A key event – A Magical Ball at the Hilton in Wokingham. Thank you to all that attended, donated and supported the event. Before cost a total of £15k was raised.

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.

Approval of Accounts

This was approved by James Harrison (JH) and seconded by Peter Redford (PR).

Appointment of new Trustees

- Appointment; Malcom Dudson was duly elected, Proposed by James Harrison (JH), seconded by Peter Redford (PR).
- There was a vote of thanks for retiring trustees Jamie McDougall and John Neville Dougall.

Appointment of Independent Examiner

- Involve continue to use Rice Associates as their Independent Examiners. All attendees voted in favour of this and proposal was made by John Rogers (JR) and seconded by Elaine Chalmers-Brown (EC-B).

Thank You

- Thank you's were announced to all that contributed to the AGM including;
 - All Attendees.
 - All [involve](#) Staff, Trustees & Volunteers.
 - VSP for 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 8.30pm.

Other Apologies Received in Advance

Name	Organisation
Kate Snell	Girl-Guiding Royal Berkshire
Deborah Sellstrom	Surrey Heath Veterans
Jane Cast	Bullbrook Good Neighbours
Dave Short	Bullbrook Good Neighbours
Maureen Bearham	Bullbrook Good Neighbours
Neil Gordon	Bullbrook Good Neighbours
Rob Hughs	Easthampstead Rotary Club
Teresa Harrison	Pineridge Dog Sanctuary
Connie Cuff	Pineridge Dog Sanctuary