

involve Community Services
PROGRAMME FOR ANNUAL GENERAL MEETING 2024

Thursday 21st November from 11:00am – 12:00pm
Held on Microsoft Teams

10:50am: log-in open

11:00am: Business to commence as per Agenda below

AGENDA

1. Welcome.
2. Apologies.
3. Approval of Minutes of last year's AGM November 2023.
4. Matters arising from Minutes.
5. Chair's Report.
6. Trustees Report and Financial Statements for year ending 31 March 2024.
7. Election of Trustees
8. Appointment of the Auditors of the Company. – Kirk Rice
9. Any Other Business.

James Harrison
Chair
involve Community Services

involve Community Services

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

Minutes of the Annual General Meeting Thursday 21st November 2024 at 11:00 am Held on Microsoft Teams

Attendees:

Basit Larry Kukoiyii	Bracknell Islamic Cultural Society	Renze Kramer	Trustee, Involve Community Services
Amy Garstang	Wokingham United Charities	Rob Hughes	Rotary Club of Easthampstead
Madeline Diver	Bracknell Interfaith Forum	Tracy Howat	Involve Community Services
Carole Robb	Cruse Bereavement Care	Chinyere Davies	Me2Club
Mike Allen	Involve Community Services	Sharon Kearins	Home-Start Bracknell Forest
Clarissa Webb	involve Community Services	James Berkeley	Wokingham Rotary
Fiona Swan	Involve Community Services	Jane Figg	Bracknell Macular Society Support Group
Julie Bedborough	Involve Community Services	Mary Harris	Jealotts Hill Community Landshare
Siobhan Goodchild	Trustee, Involve Community Services	Lauren Lee	Involve Community Services
Malcolm Dudson	Trustee, Involve Community Services	Harjit Hunjan	Bracknell Forest Borough Council
Cllr Jenny Penfold	Bracknell Forest Mayor	Keith Smith	Trustee, Involve Community Services
Cllr Adrian Mather	Wokingham Borough Mayor	Andrew Eltham	Age Concern
Phil Bell	involve Community Services	Fiona Price	Age UK Berkshire
Jackie Eddolls	Involve Community Services	James Harrison	Trustee Chair, Involve Community Services
James Meyjes	Trustee, Involve Community Services	Daniel Zahiri	Dastyar Cultural Association
Helen Purnell	Deputy Leader – Bracknell Forest Council	Lynne Regan	Involve Community Services
Lou Wren	involve Community Services	Roumie Radountcheva	Trustee Treasurer, Involve Community Services
Janine Oakley	Involve Community Services	Rajdip Marok-Dhanju	Trustee, Involve Community Services
Mary Durman	Promise Inclusion	Terri Lazarri	Support Horizons
			Shaded = member org.

Meeting officially opened 11:00 am by James Harrison (Chair) (JH).

Welcome and Acknowledgements were made to the following:

- All attendees
- Board Members
- Involve staff
- Statutory representatives
- Member organisations

Apologies

- Will Hague - Bracknell & District Parkinson
 - Cherry Willis – BADHOGS
 - Nigel Ling – BADHOGS
- Pam Owles – Sandhurst Stroke & Disabled Club
 - Collette Reynolds – Youthline
- Charlotte Pavitt – Director of Public Health
- Abby Thomas – Bracknell Forest Borough Council
- John Camp – Easthamstead & Wildridings Community Association
 - Nick West-Oram – Get Berkshire Active
 - Rachel Thomas – Twyford Surgery
 - Sarah Walker – Kerith Centre
- Sue McIntosh – Crowthorne Good Neighbours

Approval of Minutes.

JH sought approval of the 2023 annual general meeting minutes. These proposed by Rob Hughes and seconded by Fiona Price.

Matters Arising from Minutes.

None

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

Composition of current Board of Trustees confirmed:

- James Harrison - Chair
- Malcolm Dudson - Vice Chair
- Roumie Radountcheva - Treasurer
 - Renze Kramer
 - Siobhan Goodchild
 - Keith Smith
- Rajdip Marok-Dhanju
- James Meyjes

Chair expressed his thanks to all the Involve staff, trustees, and volunteers.

Welcomes made to new employees: Lauren Lee, Sally Franks, Mary-Anne Evans, Naomi Brown and Lynne Regan.

Thanks, and farewells given to: Jo Mason

Thanks expressed to all individuals & corporate volunteers who have supported Involve Community Service over the last 12-months in gifting their time and skills.

Thanks also given to all funders and supporters, namely: Bracknell Forest Borough Council, Wokingham Borough Council, Bucks, Oxon & West Berks Integrated Care Board, Wokingham North Primary Care Network (PCN), Wokingham Modality PCN (formerly east), Wooshill & Crowthorne PCN (formerly east), Wokingham Phoenix PCN, Get Berkshire Active, Berkshire Community Foundation, Berkshire Health Foundation Trust, Bracknell Forest Public Health, ,Macmillan, Warfield Parish Council, The National Lottery Community Fund, and The Postcode Lottery

Carbonxgen for sponsorship of the Perkbox wellbeing package for Involve staff.

Key achievements for 2023-24:

Training – 1,046 learners engaged in training. 109 courses facilitated. Average 9-10 participants per course. Subscribers to training alerts stand at 1530 at year end. New courses included Menopause Awareness and Substance Addition.

Funding – Weekly funding alerts sent to over 316 subscribers as of 31st March 24 up from 245 in 22/23. 51 bespoke funding advisory sessions delivered (Double that of 22/23). £321,279 of successful grant applications the highest annual income for other charitable causes since Involve began writing grants for others.

Info/support – 174 charities and community groups offered bespoke governance, start up or development support. This is a modest growth from 167 in the previous year.

Trustees – 29 new trustees successfully placed across charities serving Bracknell Forest and Wokingham Borough, up from 23 2022/23. 56 learners joined the roles and responsibilities' trustee training consistent with the year previous.

Volunteers – Between 150-165 live volunteering opportunities advertised on the 'Get Involved' online portal throughout the year. 134 direct volunteering expressions of interest, consistent with 2022/23. 32 corporate volunteering days coordinated with 455 business employees undertaking volunteering hours. (Up from 19 days with 233 corporate employees in 22/23).

Community Navigation – 445 residents signposted to appropriate services and community groups through the Community Navigation. This number consistent with the 2022/23

Social Prescribing – Involve provided Social Prescribing services to four of the six Primary Care Networks of Wokingham Borough. In total 758 patients helped via an Involve Social Prescriber, a significant growth from 599 the previous year.

Cancer Support Network – New funding secured for the network with three years of core funding courtesy of the Postcode Lottery payable from January 2024. Growth of 71 members, with more than 300 people supported since the network formed. Wellbeing seminars, activities and informal events bring social and emotional support to those living with or caring for someone with cancer.

Green & Active – Offer has grown significantly in its first full year with 167 individuals now signed up to volunteer. 3,633 hours of volunteering delivered by individuals aged 12-75 years. 445 corporate hours of volunteering gifted for green & active undertakings.

Ongoing Concerns & Upcoming Achievements

Continued site management of the Charity & Community Hub at Waterford House in Wokingham Town (10 charities co-located)

Continued site management of the Court House in Bracknell (7 charities / social enterprises co-located)

Hosting of the Voluntary, Community and Social Enterprise (VCSE) Frimley Health Alliance formed early 2024. Public launch in July 2024. We now seek to build the alliance workstreams and membership.

To assertively address experiences of social isolation & loneliness, Involve will recruit a new Friendship Ambassador who will work to build further opportunities for residents to positively connect with one another within their respective neighbourhoods.

In support of a new cardiovascular health check initiative launched across Berkshire West, Involve will recruit a part-time social prescriber for a period of 18 months to work alongside the incoming health check assessors in Wokingham Borough. The social prescriber will support a given resident to make meaningful lifestyle changes to improve their health and wellbeing.

Financial Summary 23/24

Summary of finance given by Trustee Treasurer, Roumie Radountcheva. No issues raised. (A full report is available on the Involve website). Board of Trustees confident of Involve's undertakings in the year ahead.

Re-election of Trustees

Malcolm Dudson, Deputy Chair

Siobhan Goodchild

Roumie Radountcheva, Treasurer

All re-elected Proposed by Rob Hughes, Seconded: Basit Larry Kukoiyii

Appointment of Auditors

Involve continue to use Kirk Rice LLP as their Independent Examiners. All attendees voted in favour of this in the year ahead **Formerly proposed** – Roumie Radountcheva, Seconded – Rajdip Marok-Dhanju

AOB

No other business.

Thank You

Thanks given to all who attended and contributed to meeting.

Attended – 38 Online

The meeting was officially closed at 11:30 am