

Whetstone Good Neighbour Scheme

1st Annual General Meeting

Monday 18th September 2017
Edward Wright Rooms, Whetstone Parish Council Offices

Attendees:

Principal Officers: Barry Fisher (Chair) Monica-Jean Hoare (Treasurer)

Volunteers: Elizabeth Arias-Downs; Neale Bassford; Sarah Fritz; Rachel Hall; Jenny Hilton;
David Popham; Susan Popham

Service Users: Audrey Kenny; Betty Tilston; Joyce Wilson

Invited Guests: Jacqueline Bray; Lucy Smith (RCC)

Minutes

1. Opening Remarks and Welcome

The Chair opened the meeting by welcoming those in attendance and going through the housekeeping and events for the evening.

2. Apologies for Absence

Apologies were received from:

Volunteers: Chris Carroll; Gail Frith; Emma Lawrence

Invited Guests: Cllr Sheila Scott

3. Presentation of Annual Report

The Chair reviewed the years performance and events as outlined in the written report which all attendees had received.

4. Presentation of Annual Accounts

The Treasurer highlighted the key points in the accounts which had been issued to all attendees.

5. Adoption of Annual Report and Accounts

The Chair invited any questions or feedback on the Annual Report and Accounts. A small amount of discussion took place before Rachel Hall proposed adoption of Annual Report and Accounts. The vote, by a show of hands, was unanimously in agreement.

6. Election of Principal Officers and Management Group

Following the nomination process, which had taken place leading up to the AGM, election of the Management Group and Principal Officers took place. Except for the Secretary, who is unable to continue due to poor health, the only nominees were the existing Management Group and Principal Officers. No new Secretary was forth coming. The proposed team voted on was:

<u>Role</u>	<u>Nominee</u>
Chair	Barry Fisher
Treasurer	Monica-Jean Hoare
Deputy Chair	Rachel Hall
Safeguarding Lead	Rachel Hall
Management Group Member	Neale Bassford
Management Group Member	Jenny Hilton

The vote, by a show of hands, was taken individually for each role and each nominee was unanimously elected in to their existing role for a further 12 months.

The Chair thanked everyone for their confidence in the Management Group to serve for a further 12 months. He explained that the next agenda item would address the issues created by no Secretary coming forward. As a result, the Management Group will share those responsibilities. He further indicated a desire to gradually increase the size of the Management Group to 8/9 people and that each of the Principal Officers should have a deputy. One of the objectives for this year would be to identify a Deputy Treasurer.

7. Motions

The only motion put forward for consideration by the meeting was a proposal by the Management Group to change the Constitution to address the issue of no Secretary being available. With only two Principal Officers it was proposed that Clause 3 under the heading Membership and Officers be changed such that Safeguarding Lead should be a Principal Officer in addition to or instead of a Secretary. This will give three Principal Officers and three signatories for the bank account.

By a show of hands, it was unanimously agreed that the said clause be amended with immediate effect to read.

“3. The Principal Officers (Chair, Treasurer and Secretary and/or Safeguarding Lead) shall be unrelated and elected annually from the Management Group. The Principal Officers shall also act as signatories in respect of any bank mandate requirements.”

8. Any other Competent Business

As the main business of the AGM had been concluded the meeting was thrown open to the floor. The Chair particularly asked for any feedback on the service, what we do well and how we could improve or expand the service to meet the needs of our Clients.

A useful conversation took place with the three service users actively leading the contribution to the discussion. Topics covered included:

- That the service is currently hitting the right points
- That we should consider other ways of promoting the service, such as Radio Leicester. Users were also keen to promote the service further and it was confirmed by the Chair that we were very happy for this to happen.
- Discussion about the type of jobs we could/would handle such as
 - Changing Light Bulbs

- Changing batterie in/fitting smoke alarms
- Taking down/putting up curtains
- Generally, items that mean stretching or require someone to be on steps to reach something
- Support when people are first discharged from hospital – typically a combination of services already offered but specifically tailored to an individuals need.

All these items were within scope of what WGNS could and would do.

9. Closing Remarks

The Chair drew the meeting to a close at 20:45 and thanked everyone for attending. The minutes will be issued to all in attendance as well as being published on the Web Site. The date and venue for next year's meeting will be announced nearer the time but is expected to be Monday 17th September at the same venue.