



working with disabled people

## **Minutes of the Annual General Meeting**

**Held on Thursday 24<sup>h</sup> November 2022 at 07.30 pm**  
**In the Ken Bowen Suite at the Landport Community Centre**

### **Present:**

Staff: Richard Soutar (Manager), Julie Nethercote, Hollie Sherred, Karen Bristow, Robin Pryde-Jarman

Trustees: Jon Muller (Chairman), Joe Harbour (Treasurer), Stuart Elsom (Vice Chairman), Drew Ramsay (Vice Chairman), Bill John, Alison Bowie

Others: None

### **1. Welcome**

The Chairman, Jon Muller, opened the meeting by welcoming all present and summarising the purpose of the agm :

- Receive and adopt the annual reports and accounts
- Adopt Auditors for the year ahead
- Review the services offered
- Re-elect trustees and elect new trustees.

### **2. Apologies :**

- Apologies were received from D Davies, K Blomerus , L Grieve and G. Woods.
- Dan is recovering from a recent operation and the committee expressed their best wishes. Richard hopes to visit him soon.

### **3. Approval of the Minutes of last year's AGM, held on 25<sup>th</sup> November 2021:**

No issues were raised with the minutes from last year. They were proposed as a correct record by Bill John and seconded by Alison Bowie , carried unanimously and signed by the Chairman.

### **4. To receive and adopt the Annual Report and Accounts for the Year ended 31<sup>st</sup> March 2019:**

Using the summary within the Annual Report, Joe Harbour summarised the charity's financial position re our Income & Expenditure and our Balance Sheet and compared our financial performance with previous years' results.

Our finances reflect an atypical year with post Covid & Lockdown affecting our balance sheet and cash flow but Joe's assessment is that our balance sheet for this financial year should achieve close to break even.

The year ahead shows some challenges with minimum wage set to rise with an additional cost to the charity between £60k-£104k.

Joe concluded by asking for the accounts to be adopted – Drew Ramsay proposed and Stuart Elsom seconded, carried unanimously.

Jon registered thanks to Joe for management of our accounts and his support generally to the charity.

We discussed the merits of changing our AGM timing such that the financial statement reflected a more up-to-date view and this will be discussed at a future committee meeting.

#### 5. To appoint Auditors:

Joe commented on recent issues he had experienced with our accountancy service and some charges from them, but recommended that we continue to have them as our appointed auditors for the time being. This was proposed by Hollie Sherred, seconded by Stuart Elsom and carried unanimously.

#### 6. To Elect Members of the Executive Committee:

- Re-elected trustees :
  - Joe Harbour – was proposed by Jon Muller and seconded by Julie Nethercote
  - Stuart Elsom – was proposed by Julie Nethercote and seconded by Hollie Sherred.

#### 7. Enable Ability Manager's Report:

Richard Soutar summarised the charity's services over the year, including the slow start following the impacts of Covid on the services and on the facilities at Landport.

Key points noted:

- Playschemes running from 2 venues
- HAF funding facilitating play schemes at 2 other venues.
- Very busy schedule of fund raising events
- Landport Community Centre & Social Enterprise items
  - Larder scheme
  - Redecorations
  - Social Enterprise work-streams
  - National Lottery funding
  - Employability successes

In closing, Richard gave sincere thanks to all the staff and volunteers across Enable Ability, Landport and InterActive for their commitment, dedication, hard work and flexibility over what has been a challenging year for all. He also gave thanks to the Trustees for their support to the charity and himself.

#### 8. Chairman's Comments

Jon Muller commented on another significant year for the charity. Key points raised :

- Thanks to Richard and all our staff and volunteers in managing through the challenges post-Covid lockdown – especially to those running real service provision, voluntary contact with clients and assisting and running the food services.
- The continuing progress against our strategic plan, including administration reduction efforts by Bill and Drew.
- The paramount need to continue to focus on the needs of our clients and their carers and to keep them at the centre of all we do.
- Recognition for the team leaders and their staff teams: Julie on operational services, Alan on Landport, Karen on Interactiv, Hollie on Fundraising and Robin on IT & Advocacy and last but not least Richard for his overall leadership of the charity.
- Thanks to the Trustee team for their active support

In conclusion, Jon repeated thanks to all the staff, volunteers and trustees for all the support and hard work over the year.

9. AOB

- Hollie expressed personal thanks for the active support from trustees and Richard.
- Drew queried AGM timing (ref item above – will be discussed at a future trustee meeting).
- Richard raised Michelle Morgan proposal ref education (will be discussed at the forthcoming trustee meeting).

The meeting closed at 8.15 pm.