

COMMUNITY FIRST

Minutes of the Annual General Meeting held at the Town Hall, Devizes on Thursday 11th October 2018

PRESENT:

Sarah Troughton	President
Ken Whatley	Vice President
William Wyldbore-Smith	Vice President
Martin Hamer	Chairman
Steve Boocock	Trustee
Peter Duke	Trustee
James Moody	Trustee
Jane Rowell	Trustee
Lynn Gibson	Chief Executive
Samantha Beale	Company Secretary and Head of Finance

A total of 91 guests, trustees and staff were in attendance for the event. *(A full list is available on request from Community First's offices.)*

1. WELCOME BY THE CHAIRMAN

Martin Hamer welcomed everyone present to Community First's Annual General Meeting.

He introduced Lynn Gibson, Chief Executive, Samantha Beale, Head of Finance and Jane Rowell, Trustee.

Martin thanked staff and Trustees for their continuing hard work and commitment, and Sarah Troughton for her valued support in her role as President.

2. CHIEF EXECUTIVE'S ANNUAL REPORT

Lynn's presentation covered the year April 2017 to March 2018.

Lynn thanked everyone for attending the AGM and Celebration Event Programme particularly as we are celebrating the 70th year of Youth Action Wiltshire. She wished to express her thanks to the dedicated staff and Trustees, and to all partners and volunteers involved in the diverse services we are able to provide.

The organisation remains resilient and in a healthy financial position. With reserves of 6 months cover at the end of the financial year, we are well within the range set by the Trustees of between 3-6 month. This year, we have brought in £484,000 of new income.

Our Community Insurance programmes go from strength to strength and we hope to further grow this as an unrestricted source of income in the upcoming year.

The financial health and diversity of funding has enabled us to react to opportunities when they arise. One of these is the sale of Oxenwood Outdoor Centre. We have submitted a proposal to Wiltshire Council and await the outcome of a Cabinet decision at the end of November (subsequently changed to 11th December 2018), with the winning bid taking over the site at the beginning of April 2019. We hope we will be successful and Oxenwood can be protected as a centre for inspiration for young people for many years. Lynn thanked the Trustees for their support in this venture.

Community Development

This area has seen growth and new streams of work such as our recently formed Macmillan partnership, Community-Led Housing and Community Organising, thanks to the effective team who have been able to create new projects and deliver them successfully.

Through the Community-Led Housing work, we are working closely with the Local Authorities in Wiltshire and Swindon and Wiltshire Community Land Trust. The new national Homes England Fund may allow the development of new housing hubs, a centre for information, advice and specialist support. We currently host a Housing Officer with a second starting soon, to take the work forward.

Volunteer Connect currently has 34 organisations advertising live volunteer opportunities and 109 individual volunteers have registered to find volunteering activities.

Community Organising is an area we wish to grow as it overlaps with many programmes and it will remain a key focus for us. In the last year, 127 people have been trained in community organising and Healthwatch Wiltshire recently won a national Healthwatch Award for the collaborative schools listening project which we designed and developed.

Our Local Councils work has had an increase in membership and 376 clerks trained over the year.

The Wiltshire Village Hall Association has 168 members and we delivered the Lace Up project pilot which has brought £80,000 into Wiltshire and Swindon this year for halls and community buildings to develop physical activity and sports locally.

We have developed a new partnership with Dorothy House. Lynn introduced Louise Clapton, Community Partnerships Coordinator, and Becky Avery, Clinical Transportation Project Lead, who spoke about understanding needs in the community in order to put together a plan to deliver this. They thanked Community First and, in particular, the Community Organisers for an excellent piece of work which has helped find out what people want and can enable Dorothy House to achieve their goal.

Lynn thanked Louise and Becky for attending our AGM.

Our Community Transport work continues to develop and offers advice and support to the network of LINK schemes. The new PTAC was recently launched in Wiltshire and we are monitoring the impact of this on the LINK schemes and working with Wiltshire Council and the CCG to review the impact of a change in criteria.

Encouraging Enterprise

We continue to support local business and work closely with Wiltshire Council on the LEADER programme.

Luscious Ice-Cream is a business supported through this programme. They are based on the Neston Estate at Atworth where they use organic cream from the pedigree herd based there. A grant of £49,900 was provided to help them convert the old milking parlour into an artisan ice-cream production facility. Their ice-cream is now sold in 60 outlets across southern England and they kindly provided some at our AGM this evening.

LEADER is a £2.3 million programme. 18% of the funding has been spent on completed projects with the remainder allocated for projects in progress or those pending. We are monitoring the future of the programme which we believe will end in 2020 but may have a succession programme.

Landfill Community Grants awarded over £288,000 to improve communities, their assets and facilities. We are also pleased to have strengthened the relationship with Crapper & Sons and CSG.

Building Bridges

This programme supports those furthest from the labour market. Since October 2016, it has received 1252 referrals, with 259 participants now in employment or training. We have achieved a clear Article 125 Audit and have been confirmed as one of the highest performing partnerships in the country, both on compliance and performance. Lynn thanked the hard work and diligent approach by the team.

The current programme ends delivery in September 2019. The Big Lottery have confirmed they want to continue to invest and we should hear news of a potential BBO Phase 2 programme in early 2019.

Lynn introduced Anicka Dyer, Area Coordinator at Active Plus, one of our partners. Anicka spoke about the beneficiaries of Building Bridges, highlighting the life changing difference the work makes to people's lives, and what the programme is achieving.

Lynn thanked Anicka for coming to our AGM.

Youth Action Wiltshire

Young Carers support remains a priority and we have had 89 new referrals. We are working closely with Carer Support Wiltshire to deliver respite services commissioned by Wiltshire Council. However, 85 % of our total service, which supports approximately 200 young carers each year, is sourced independently and we have been able to continue this support by securing a diverse platform of funders. Lynn thanked the team for their hard work and commitment.

222 young people took part in volunteering and the NCS team received another outstanding assessment of the programme. A celebration event was held last month where we heard from young people about how they had benefitted and the encouraging things they said about each other.

We piloted a new programme, Dame Kelly Holmes Get Set, in partnership with Wiltshire and Swindon Sports Partnership, and we hope to repeat this in 2019.

Building Bridges Inspire programme supported 63 young people and saw 77% of young people confirm a place in education, employment or training.

Lynn thanked the Police and Crime Commission and Angus MacPherson for their continued support of SPLASH which remains vital to so many young people. 296 young people who face challenges have been supported through the programme.

Lynn introduced a short film to celebrate the 70th year of Youth Action Wiltshire. She thanked Christian Rothery-Jones and Clare Williamson for their hard work in creating this inspirational film.

Lynn thanked everyone for their time and advised that the First News Magazine further detailed the activity of Community First and our impact over the past year.

3. APOLOGIES FOR ABSENCE

There were 28 apologies reported.

4. MINUTES OF THE ANNUAL GENERAL MEETING HELD ON 11th October 2017

The minutes were circulated with the meeting papers. No questions were raised. Martin proposed acceptance of the Minutes of the AGM 11th October 2017 and this was seconded by Jane Rowell. This was unanimously agreed. Martin signed them as a true record.

5. MATTERS ARISING

There were none.

6. PRESENTATION OF THE ANNUAL REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2018

The Report and Financial Statements were circulated with the meeting papers. No questions were raised.

Martin proposed acceptance to the Annual Report and Financial Statements for the year ended 31st March 2018. This was seconded by Jane Rowell and unanimously agreed by the meeting.

7. APPOINTMENT OF AUDITORS

Martin thanked David Owen & Co on behalf of Community First for acting as their very able auditor for the year 2017/18. He advised the Finance Committee and the Board of Trustees had investigated other audit firms as part of a review process and concluded continuation of David Owen & Co's services was most appropriate for the organisation. Martin proposed the re-appointment of David Owen & Co for the financial year 2018/19. This was seconded by Jane Rowell.

There were no other nominations and the meeting unanimously agreed that David Owen & Co be reappointed.

8. ELECTION OF HONORARY OFFICERS AND TRUSTEES

a) President. Martin proposed that Sarah Troughton be re-elected as President for this coming year. There were no other nominations.

The nomination was seconded by Steve Boocock and unanimously agreed by the meeting.

b) Vice Presidents. Martin proposed the election of Jane James and re-election of George McDonic, Ken Whatley, The Earl of Radnor, James Layton and William Wyldbore-Smith as Vice Presidents.

The proposed nominations were seconded by Steve Boocock and unanimously agreed by the meeting.

9. CLOSING REMARKS

Martin thanked everyone present for their attendance and continued support of Community First, and those involved in arrangement of the AGM.

7pm END OF FORMAL BUSINESS