

COMMUNITY FIRST

Minutes of the Annual General Meeting held at the Town Hall, Devizes on Wednesday 11th October 2017

PRESENT:

Ken Whatley	Vice President
Martin Hamer	Chairman
Steve Boocock	Trustee
Piers Dibben	Trustee
Edward Heard	Trustee
James Moody	Trustee
Jane Rowell	Trustee
Lynn Gibson	Chief Executive
Samantha Beale	Company Secretary and Head of Finance

A total of 96 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 support.

2. CHIEF EXECUTIVE'S ANNUAL REPORT

Lynn's presentation covered the year April 2016 to March 2017.

Lynn wished to thank the dedicated staff for their hard work and commitment.

The organisation remains resilient and in a healthy financial position, helped by our ability to bring in new programmes and external funding. With reserves of 5.4 months, we are well within the range set by the Trustees of between 3-6 months.

This year, we relaunched a membership drive and currently have 252 members. Lynn asked for membership to be further encouraged.

Lynn mentioned Community First's fruitful partnership with Wiltshire and Swindon Sport (WASP) in providing their financial support, and thanked Steve Boocock and his team.

Priorities for 2017/2018 are to:

- Attract over £300,000 of new income to support our work
- Maintain reserve levels of 3-6 months
- Review and expand Community First Trading and expand community insurance schemes to include Heritage and Museums
- Continue to look for income generation through BOLD, a new commercial offering of digital and creative services

Community Development

The merger with DEVELOP in 2016 was important for both Community First and the wider voluntary sector. As well as bringing more than £80,000, it also provided the largest and most comprehensive database of the third sector, and the Volunteer Connect database. We are now funding the license for the database, and this investment will ensure local charities, voluntary groups and community organisations can advertise and search for volunteers free of charge.

Community Organising is going from strength to strength and this is seen as an area of growth. We have 2 qualified Community Organisers and have recently secured a 3-year capacity building programme to increase social action and volunteering, extending our reach to include Swindon.

Our Community Transport work has included a partnership with the Nationwide Emerging Talent Programme. With support from the graduates there, we created a social value report demonstrating a social value for every £1 invested in Community Transport.

Encouraging Enterprise

We work closely with Wiltshire Council on the LEADER programme which supports businesses and economic growth. Lynn thanked them for their continued support. This programme currently has 23 applications underway, totalling £520,000.

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

Building Bridges

This programme supports those furthest from the labour market. Figures for September show 610 referrals to date and 488 participants being supported, well above the target of 339. Lynn expressed the pride felt that this project has been the catalyst for partners to work better together as well as being life changing for some of the participants.

Lynn introduced Rosa-Diane Lancaster from Madanu, one of our partners. Rosa spoke about the beneficiaries of Building Bridges, highlighting the difference the work makes to people's lives, and what the programme is achieving.

Lynn thanked Rosa for coming to our AGM.

Youth Action Wiltshire

Young Carers support remains a priority with 72 new referrals accepted this year and over 200 accessing significant levels of support. It was noted that the need is greater than the capacity. The Wiltshire Council tender has been issued and we are consulting with partners to see how we can work together to deliver more.

SPLASH remains vital to so many young people and has supported 329 young people who face challenges. Lynn thanked the Police and Crime Commission, and Angus Macpherson for their continued support.

We have helped establish 7 new youth clubs and helped raise £50,000 for the network. A challenge next year will be to secure funding for youth club support which is so crucial in providing accessible personal development, especially in rural areas.

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

3. APOLOGIES FOR ABSENCE

There were 24 apologies reported

4. MINUTES OF THE ANNUAL GENERAL MEETING HELD ON 12th October 2016

The minutes were circulated with the meeting papers. No questions were raised. Martin proposed acceptance of the Minutes of the AGM 12th October 2016 and this was seconded by Jane Rowell and Ken Whatley. 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 2017

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 2017. 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 2016/17. Martin proposed the re-appointment of David Owen & Co for the financial year 2017/18. 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 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 Jane Rowell and unanimously agreed by the meeting.

c) Trustees. Martin proposed that James Moody be elected as Trustee.

The proposed nomination was 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.

6.30pm END OF FORMAL BUSINESS

