

COMMUNITY FIRST

Minutes of the Annual General Meeting held at the Town Hall, Devizes on Wednesday 9th October 2019

PRESENT:

William Wyldbore-Smith	Vice President
Ken Whatley	Vice President
Martin Hamer	Chairman
Brian Clake	Trustee
Tony Pooley	Trustee
Steve Boocock	Trustee
James Moody	Trustee
Edward Heard	Trustee
Julian Richards	Trustee
Lynn Gibson	Chief Executive
Dominik Olkowski	Company Secretary and Head of Finance

A total of 106 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 William Wyldbore-Smith, Vice President for Community First and Vice Lord-Lieutenant for Wiltshire, Lynn Gibson, Chief Executive, Dominik Olkowski, Company Secretary and Head of Finance, Brian Clake, Vice Chair, and Tony Pooley, Trustee.

Martin thanked staff and Trustees for their continuing hard work and commitment. He also expressed his thanks to Wiltshire Council for their help in working with Community First to achieve the successful purchase of Oxenwood which will be invaluable to young people.

2. CHIEF EXECUTIVE'S ANNUAL REPORT

Lynn's presentation covered the year April 2018 to March 2019.

Lynn thanked everyone for attending the AGM and Celebration Event.

Partnership is important to our work and we have a number of new partnerships this year.

Lynn thanked Judy Walker from Carer Support Wiltshire, our partner in support for young carers across the county. Supporting young carers remains a priority for us with 77 new referrals since April this year and over 200 young carers taking part in activities with us over the summer.

Wiltshire and Swindon Sports Partnership continues to be a positive and supportive partner, and together we have delivered programmes such as Get on Track Dame Kelley Holmes Trust project.

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 5.7 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 will be using some of our reserves to purchase Oxenwood and cover the related professional fees.

Only 10% of our funding comes from the Local Authority and our trading operations generated just over £49,000 profit.

Fundraising remain key to us being able to thrive and over the past 12 months, £602,700 of new income was sourced in the year:

- £80,000 sourced through Lace Up for Village Halls support
- New partnership project with Macmillan Cancer Care began
- BOLD
- Legacy from our former Chair of Community First, Michael Jones and we express our thanks to him and his family for their generosity.

LEADER

Samples of mead have been available this evening. This has been produced by The Stone Circle Mead Company, one of the many businesses supported by this programme through Plain Action and Vale Action.

We have delivered this programme for more than 10 years but the funding cycle is coming to an end with December 2020 being the final date for all project claims to be received by RPA.

As an organisation, we have the skills and experience to continue support and grant giving to local business, and we are keen to hear how the Shared Prosperity Fund will roll out locally and what our role could be within this.

Community Led Housing Project

One of the new programmes we have developed over the past 12 months, has been Community Led Housing.

Lynn introduced Vicky Bodman, Community Led Housing Project Manager who spoke about our new housing hub project, Homes of our Home, in partnership with Wiltshire Community Land Trust, Wiltshire Council and Swindon Council. In 2016, Wiltshire Council received funding of £650,000 and further funding was received in 2019 to enhance the work already undertaken. Community First is the accountable body for this new funding of £150,000 which must be spent by March 2021.

Lynn thanked Vicky for attending our AGM.

Youth Consultant Programme

In partnership with Wiltshire Council, we are delivering a new youth consultants programme and now have 7 young people aged between 18-25 employed by Community First who will be going out to talk to other young people about their experiences of accessing services.

Connect to Wiltshire

As an organisation, we have always been concerned about the impact of loneliness on a person's wellbeing and have received funding of £98,000 over 24 months through the Lottery Fund to start a programme to tackle this.

Using our community organising team, we are reaching communities to gain an understanding of what they would like in their communities to combat loneliness.

Victims of Crime

A minimum of 3 years funding has been received for this programme. We are delighted the Police and Crime Commission recognised that personal development activities such as those offered by SPLASH and the wider Youth Action Wiltshire programmes are of value to young people who may have been victims of crime. This together with mentoring and counselling if required, is an effective package to help young people recover.

Building Bridges

An extension of funding for the Building Bridges programme has been confirmed and a further £2.54 million will enable us to continue operating to the end of September 2021.

To date, the programme has supported 1,061 participants across Swindon and Wiltshire since July 2016. It has been vital in supporting those furthest from the labour market.

Lynn thanked the team for their commitment to the programme.

Oxenwood

Over the last 18 months, we have been working with Wiltshire Council to purchase the Oxenwood Outdoor Education Centre. This site is unique and has always been important to us delivering our YAW programmes and providing an intimate setting for small exclusive groups. We are proud to be the new owners and to have been in a position to save this site for outdoor education and protect it for future generations to enjoy.

Lynn expressed her thanks to Steve Crawley, Head of Youth Action Wiltshire, and Ed Plank, Oxenwood Centre Manager and Chief Instructor, for all their hard work in achieving this.

Lynn introduced a short film to showcase our annual review and give an overview of what we have achieved.

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 21 apologies reported.

4. MINUTES OF THE ANNUAL GENERAL MEETING HELD ON 11th October 2018

The minutes were circulated with the meeting papers. No questions were raised. Martin proposed acceptance of the Minutes of the AGM 11th October 2018 and this was seconded by Tony Pooley. 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 2019

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 2019. This was seconded by Tony Pooley 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 2018/19. Martin proposed the re-appointment of David Owen & Co for the financial year 2019/20. This was seconded by Brian Clake.

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 Jane James, 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.

c) Trustees: Tony proposed the election of Martin Hamer, Brian Clake and Julian Richards as Trustees.

The proposed nominations were seconded by James Moody 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.

6.40pm END OF FORMAL BUSINESS