



**Bracknell
Forest**

Charity number 265351

Annual General Meeting No44
Minutes

15th August 2014

1. Attendance

Held at: Coopers Hill, room 5, 12:30 pm.

Members Present: Mr Bob Pennell (chair), Mr Allan Emmett (Vice Chair), Cllr Mr Cliff Thompson (trustee), Tracey Hedgecox (CO), Mrs Jacqui Brown, Clair Harris, Cllr Mrs Adrienne Jones, Cllr Mrs Roberta Kaye, Mrs Coral Mist, Jayne Streak, Mrs Janet Thomas

Guests Attending: Cllr Mr Alan Kendall (Mayor of the Borough of Bracknell Forest), Carole Allen

2. Welcoming Remarks

Bob Pennell welcomed all members and guests, and particularly the Mayor of Bracknell Forest, Cllr Alan Kendall. Age Concern Bracknell Forest now consisted of two registered charities acting as one. This was the 44th AGM of the original charity, which would be immediately followed by the first AGM of the CIO that had been registered on 30th August 2013. The newly incorporated charity would govern and the original charity would remain dormant and hold in trust the bank account at Lloyds.

Bob invited the mayor to also say a few words. The mayor said for his own chosen charity he had selected the Pancreatic Cancer Research Fund and hoped to raise a useful amount for them. In the role of mayor he meets many people who regularly give their time for the good of the community. Recently, he had enjoyed talking to devoted carers both young and old and meeting two people who were celebrating their 100th birthdays. He felt that even a small amount of care, respect and social contact can make an important difference to elderly people.

3. Approval of Minutes

(i) The AGM of 14th August 2013

It was moved by Roberta Kaye and seconded by Jacqui Brown that:

The minutes be approved as a true and accurate record of the meeting. **RESOLVED**

(ii) The GM of 12th December 2013

It was moved by Roberta Kaye and seconded by Jacqui Brown that:

The minutes be approved as a true and accurate record of the meeting. **RESOLVED**

4. Matters Arising

There were no matters arising from either the AGM on 14th August 2013 or the General Meeting on 12th December 2013.

5. Annual Report

Bob Pennell presented the Annual Report for the period 1st April 2013 to 31st March 2014. This year had been a period of change following a period of recovery and consolidation. Age Concern Bracknell Forest was now a CIO. It had been a good year of operation with the appointment of additional staff and running community activities and events around Bracknell Forest.

The "events strategy" was a novel approach to invest in the office and staff needed to deliver information provision and other community services and then use public events to enhance our ability to attract necessary funds.

The Strategy was working and the appointment of an Events Organiser had ensured that it ran well. Events had been very well received by the community and well attended. With the acquisition of a new office space, the Chief Officer and staff had been relocated. This office was adjacent to the Day Centre and worked well in the day to day operations. Our contact with the community had tripled and more volunteers and donations were forthcoming.

The Day Centre had benefitted with utilisation now raised to 96%. Staff hours were increased and so were training, activities and security. The Centre had been awarded 5 stars for food safety.

6. Financial Report and Accounts

Bob submitted the accounts for the financial year. Although costs were considerably increased, there had been a surplus of £9,879. He advised that the general reserves were equal to seven months running costs.

It was moved by Bob Pennell and seconded by Janet Thomas that:

The Age Concern Bracknell Forest Annual Report and Accounts for the period 1st April 2013 to 31st March 2014 be approved and adopted. **RESOLVED**

7. Future Arrangements

Age Concern Bracknell Forest had now registered as a CIO but it was not intended to dissolve the original charity (the unincorporated association) in the near future. This entity needs hold assets in trust for completion of some practical matters, and the trustees had been advised that it should remain dormant for the time being. While it is dormant it must observe the formality of an AGM and annual reports to the Charity Commission.

It was moved by Councillor Cliff Thompson and seconded by Coral Mist that:
The charity members agree there is no necessity to hold three general meetings between AGMs **RESOLVED**

8. Close of Meeting

There being no further business the meeting closed at 1:00 pm.