

MAIDSTONE MENCAP CHARITABLE TRUST LIMITED

Registered Charity No. 1009677 - Registered Company No. 2672192

MINUTES OF THE ANNUAL GENERAL MEETING

HELD AT COBTREE HALL (8pm, Monday 21st March 2016)

ATTENDEES: Andrew Wells, Sue Roughley, Mark Smith, Lesley Rowbotham, Marlene Ive, Tom Newman, Hazel Callaghan, Marie Tomblin, Carolyn Piper, Susan O'Connor, Sarah Heath, Anne Tutte and Nick Hume. Mary & Nick from Riverside Rotary club also attended.

1 OPENING REMARKS

Andrew Wells our President welcomed everyone to the AGM; he thanked everyone for attending.

2 APOLOGIES FOR ABSENCE

Helen Grant MP, Helen Whately, Tom Tugendhat, Pat Wilmshurst, Sally Collett, James Burrows, Margaret Leeds, Barry Leeds, Alice Enfield, Mavis Springford, Liane Morris and Shirley Saunders.

3 MINUTE FINANCIAL REPORTS

Minutes of the Annual General Meeting held on 30th March 2015 previously circulated to all members, were unanimously accepted as a true record and signed by Andrew Wells, President.

4 CHAIRMAN'S REPORT

Andrew referred everyone to the Chairman's report in the Annual report document and thanked all the members of the Board for their hard work throughout the last year.

5 FINANCIAL REPORTS (Nick Hume, Calcutt Matthews)

Nick advised that the layout of the accounts had been changed in line with Government legislation and to re-classify headings to help with grant applications. The accounts show a deficit of £31,000 for this year. There are plans to use approximately £60,000 of reserves towards the roof and stonework repairs and this has been set aside in the budget.

The adoption of Maidstone Mencap Charitable Trust Ltd accounts for 01/01/15– 31/12/15 Proposed by Andrew Wells, Seconded by Mark Smith - carried unanimously.

Annual Subscription: It was proposed the subscription should remain at £10; An Annual subscription was proposed by Sue Roughley, Seconded by Mark Smith. This was agreed unanimously.

The Appointment of the Auditors to remain with Calcutt Matthews - Proposed by Andrew Wells, seconded by Mark Smith - carried.

6 FUND RAISING COMMITTEE – Mark Smith

It has been another busy year as fund raising is vital to continue with the services. There are 12 members on the committee but no Chairman. Thanks for all the donations and the support of the Mayor. The fund raising events raise approximately £10,000 per year and represent 10% of the annual income. Events were well attended and we look forward to welcoming everyone at the 2016 fund raising events.

7 PLAYSCHOOL – Lesley Rowbotham

There has been a big change at Playschool due to the limited amount of 1:1 volunteers, so a new scheme was put in place whereby each member of staff has a group and they maintain this group as they move across all activities. Playschool runs for 3 hours per day over 3 days. There are 18 children and there is still a waiting list. The recent Ofsted inspection was very successful and Playschool was awarded Good.

8 SENIOR GATEWAY REPORT – Marlene Ive

Marlene advised that membership has increased over the last year and there are 65 members overall with an age range of 16 upwards. More volunteers are needed, the club runs from 7.30 – 9.30 every Friday evening.

9 CLUBS REPORT (Juniors, Holiday Club & Youth Club) – Marie Tomblin

There are 100 different children across all the clubs. Susan O'Connor took on the weekly Supervision of Juniors and Youth club in July. There are a good number of volunteers at present as a result of an initiative with Oakwood Park. Youth clubs ran fortnightly from October. Holiday club ran for 16 days and 59 different children accessed this. The staff were mainly consistent to the previous year apart from 6 new staff.

10 HOUSE COMMITTEE REPORT

The roof and building will be the main projects going forward which will require a substantial amount of funds. We are hoping to be able to get some grants to assist with this project.

11 APPOINTMENTS OF PRESIDENT AND VICE PRESIDENTS

President Andrew Wells agreed to stand and was unanimously re-elected.

Proposed by Hazel Callaghan and seconded by Sue Roughley.

Helen Grant, Helen Whately, Tom Tugendghat and Pat Wilmshurst are all willing to stand for re-election as Vice President's.

Proposed by Andrew Wells, seconded by Sue Roughley – carried unanimously.

12 ELECTION OF DIRECTORS

Sue Roughley was nominated as Chairman.

Proposed by Hazel Callaghan, seconded by Andrew Wells – carried unanimously.

It was proposed that the remaining members of the Board should remain en bloc – Proposed by Andrew Wells and seconded by Tom Newman - unanimously agreed.

13 ANY OTHER BUSINESS

A question was raised regarding the direct payments policy and Sue explained how this worked and how parents of the middle age group children attending Holiday club would be able to use this towards payment of the club but the older and younger groups couldn't as these clubs will receive a KCC grant and effectively KCC would be paying twice for the same thing.