

Brighton and Hove Community Works Annual General Meeting

Tuesday 13 October 2015
Brighthelm Centre, North Road, Brighton, BN1 1YD

Minutes (DRAFT)

1. Introductions and Announcements

1.1 Ceri Davies welcomed everybody to the AGM.

1.2 Apologies were received from the following organisations/projects:

- Brighton Women's Voices
- Brighton Peace and Environment Centre
- Brighton and Hove Community Radio
- Veritas-Justice
- Friends of Willams Clark Park
- Lewis Road for Clean Air
- Bike Train
- Allsorts Project
- Whitehawk Inn

1.3 Ceri announced that the meeting was quorate with 58 member organisations represented (Quoracy is 19).

1.4 Attendees were reminded that there is one vote per member organisation, and when speaking attendees should give their name and the name of the member organisation they are representing.

2. Minutes of the previous AGM: 11 November 2014

2.1 There were no matters arising.

2.2 The meeting was asked to agree that the minutes of the 2014 AGM were an accurate record of that meeting.

2.3 The motion was proposed by Kate Kirkham (Clock Tower Sanctuary) and seconded by Joanna Rowland-Stuart (LGBT Community Safety Forum)

2.4 The motion was carried and the minutes were agreed.

3. Review of the year: Ceri Davies, Chair and Sally Polanski, Chief Executive

3.1 Ceri thanked the trustees who had left in the proceeding year: Jess Wood

3.2 Ceri thanked our volunteers, reps, members, trustees, staff team and Chief Executive Sally Polanski, for all their efforts over the last year. In addition she thanked our prospectus partners and core delivery partners, our public sector partners NHS Sussex and Brighton and Hove City Council, and funders Sussex Community Foundation for all their support.

3.3 Sally gave a slide presentation of the review of the year 2014-15.

3.4 Sally gave special mention to three amazing women who had made significant contributions to the community and voluntary sector in Brighton and Hove:

- Pat Weller, Chair of Hangleton and Knoll Project who was awarded an MBE in June 2015
- Faith Matyszak-Gander MBE, who passed away on 10 September, 2015
- Gill Sweeting, former Mayor of Brighton, who passed away on 25 September, 2015

4. Presentation of the accounts: Rik Child, Treasurer

- 4.1 Rik Child, Treasurer, gave a slide presentation of the financial highlights of 2014-15.
- 4.2 Members were asked to vote on whether to accept the accounts.
- 4.3 The motion was proposed by Chris Todd (Brighton and Hove Friends of the Earth) and seconded by Geraldine Des Moulins (The Fed Centre for Independent Living).
- 4.4 The motion was carried and the accounts were agreed.

5. Auditors

- 5.1 Ceri informed the meeting that as the threshold for undertaking an audit has changed to £1 million. As Community Works is below the threshold requiring a financial audit to be carried out, there is no requirement for auditors to be appointed. Trustees have instead opted for the accounts to be independently examined in 2015-2016.

6. Results of Trustee Elections

- 6.1 Ceri announced that the following trustees were standing down as trustees and not seeking re-election/re-appointment: Rik Child, Tim Smith, Lisa Dando.
- 6.2 Ceri Davies, Mike Pattinson, Simon Lewis have all formally retired in line with our Memorandum and Articles of Association and put themselves up for re-election.
- 6.3 Caroline Ridley and Claire Johnson have both put themselves forward for election.
- 6.4 All 5 candidates received the requisite number of votes needed to confirm their appointment as trustees.
- 6.5 Ann Hickey, Arran Evans, Joe Attwood and Kate Kirkham will be continuing in their trustee roles.
- 6.6 There are 5 other prospective appointed trustees who will be interviewed and appointed at the next board meeting.

7. Any Other Business

- 7.1 No items were raised.

8. Close

- 8.1 The formal AGM closed at 11.30am.