

Meeting Notes Barrow Upon Soar Good Neighbour Scheme
2nd Annual General Meeting
8th February 2022 7pm via Zoom

Current Officers of the Scheme:	Joyce Whowell – Chair, Nick Thomas – Treasurer Laura Gibson – Safeguarding Officer, Annette Richardson – Secretary
Current Steering Group Members:	Ginnie Willcocks, Alison Bowley, Rose Ball, Shelley Cross
All Attendees:	Joyce Whowell, Nick Thomas, Laura Gibson, Annette Richardson, Ginnie Willcocks, Alison Bowley, Rose Ball, Alan Willcocks, Vanita Patel
Apologies:	Sue Preston, Andy Northcote-Smith, Terri Davies, Vera Williams, Miriam Forman Prue Padmore (Village Dementia Contact)
Item	Description
1	Welcome and Apologies (Chair)
	Our Chair, Joyce Whowell, introduced herself and welcomed everyone our second AGM for Barrow Good Neighbour Scheme. Joyce thanked all the volunteers for the positive contribution they have made to the village, especially under the ongoing challenging conditions of the past year. Joyce handed over the meeting to Annette. Apologies were noted as above.
2	Agree minutes of the last AGM
	The minutes from the previous meeting on 26 th January 2021 were agreed by those that were presented.
3	Summary of the Year including latest task statistics (Secretary)
	The Chair handed over to our Secretary Annette Richardson who read out a prepared <u>Summary of the Year 2021</u> and <u>Task Summary Report</u> (both included with the notes). In Summary, whilst CV19 again reduced the number of social events we could run, those that were held were very successful. Annette thanked <u>Ginnie Willcocks</u> for organising the Afternoon Tea in October, and <u>Sharon Gudger</u> for running the afternoon Wreath Making event in December. Befriending remains the most popular service we offer with 80% of all our tasks during the year. The split between telephone befriending and home visits or walks has changed during the year from phones calls being the most sort after, to now, home visits and walks being the most requested. A massive thank you to all of our befriending volunteers for the support provided. We now have 33 volunteers offering a variety of services, with 6 new volunteers joining us in 2021. We also had 26 new members join us in 2021 and we now actively support 44 members on a regular basis. In 2021 we carried out 1568 tasks – an increase of almost 60% from our first year – our overall total is 2495. Thank you and Well done to all of our wonderful volunteers.
4	Financial Report (Treasurer)
	The Financial report was prepared and presented by our Treasurer Nick Thomas. Funding from Charnwood Borough Council of £500 was received to enable a direct payment to be made to Barrow Helping Hands Community Bench Project. We were very lucky again to benefit from a number of generous donations. Holy Trinity Church donated £100 and other donations totalling £140 were also received. We are also extremely grateful to our volunteer drivers for their donations from driving tasks. £1550 from the Coop Community Fund money is primarily for outings and activities. The balance of £745 remains for annual costs including DBS check for new volunteers. Nick summed up by stating that the account remains healthy, and the accounts have been independently examined and signed off.

The accountant we used is due to retire this year but stated that due to the size of our account in future years, if our spending profile was to remain similar, the accounts would not require to be independently checked. Nick stated that bank statements are checked with Annette every 6–8-week basis throughout the year. Nick proposed that for the next AGM we self-report. This was agreed.

A second proposal to change the end of year reporting date from 31st December to 30th June was also discussed. This will allow the AGM to be held in the summer months and hopefully avoid the requirement to hold meetings via Zoom in future years. It will also allow the AGM to be held alongside a ‘Volunteers Thank you gathering’. This was also agreed.

Post Meeting update: The Constitution will need to be updated to reflect the proposals agreed above.

5 Re-election of Officers:

All posts for Officers and Members of the Steering Group were up for re-election.

Prior to the meeting Joyce notified the Steering Group of her decision to step down from the position of Chair prior to the next AGM. Joyce has very kindly agreed to continue as Chair until a replacement can be found (within 6 months), and will also continue as a volunteer and attend various meetings as required. Annette thanked Joyce for all of her hard work in the past 2 years as Chair, and also for all of her work to help set up the group. The Steering Group will meet to find a replacement for the role of Chair.

All remaining post holders have agreed to re-stand. No other volunteers had come forward for election.

5.1 Re-election of Officers - Post of Chair

It was proposed that Joyce Whowell should be re-elected for the post of Chair.

Proposed by:	Annette Richardson	Seconded by:	Nick Thomas
For:	All	Against:	None
		Abstain:	None

5.2 Re-election of Officers - Remaining Posts of Officers of the Scheme

It was proposed that all existing Posts for Officers of the Scheme, Nick Thomas for Treasurer, Laura Gibson for Safeguarding Officer and Annette Richardson for Secretary should be re-elected en bloc.

Proposed by:	Joyce Whowell	Seconded by:	Alison Bowley
For:	All	Against:	None
		Abstain:	None

5.3 Re-election of Officers - Remaining members of Steering Group

Prior to the meeting Shelley Cross notified Annette that due to work commitments she would not be able to continue as Volunteer Co-ordinator or as a member of the Steering Group, although she will continue as a volunteer. Rose Ball also mentioned that she would like to stand down as a member of the Steering Group. Both were thanked for all of their contributions to the Steering Group over the previous 12 months.

It was proposed that both remaining members of the Steering Group, Alison Bowley and Ginnie Willcocks, should be re-elected en bloc. Any Volunteer is welcome to attend the Steering Group meetings at any time.

Proposed by:	Annette Richardson	Seconded by:	Nick Thomas
For:	All	Against:	None
		Abstain:	None

6 Volunteer Feedback:

Alan Willcocks raised a question about how volunteers should respond if members ask for any financial advice due to the current financial situation and rising costs of living. It was agreed that when the befriending guidelines are reviewed and updated later in the year (by Laura and Annette) that it will include signposting links to appropriate organisations that are qualified to provide this level of advice. It will also include links for general signposting to Citizens Advice Bureau (CAB). Any volunteer that wishes to be part of the review of our Befriending guidelines is welcome to join us.

Rose asked about how we were planning to attract new volunteers. Annette replied that a couple of potential volunteers had asked for information and a request for new volunteers can be posted on social media. Annette will also look into putting an advert in the Loughborough Echo.

Annette mentioned that future events are due to be discussed and organised by the Promotions team as soon as a meeting can be arranged.

7 | **Questions & Answers:**

No questions were received prior to the meeting. No further questions were raised at the meeting.

8 | **Closing Statement:**

The Chair thanked everyone for their time and contribution in the scheme's 2nd AGM.

With the new financial end of year agreed for June, the **date of the next AGM** was proposed as sometime in **July or August 2022** once other commitments can be confirmed. **Location tbc**

Enclosures: (3)

Item 3 Reports – Summary of Year, Task Summary

Item 4 Reports – Financial Report