

**Minutes of the Annual General Meeting  
Of Brighton and Hove Impetus  
Held on 23 September 2014, in the Hanover Room, Brighthelm, starting  
at 2.30pm**

**Present: Trustees:** Steve Hare, Chair; Alison French; Clare Hughes; Jason Nuttall; Kate Hopkins and Rob Bartlett

**Members:** Aine Walsh; Andy Seares; Clair Farenden; Danielle Alkiner-Aplin, Gill Reynolds; Ian Snoxell; Jo Ivens; Jenny Moore; Keith Thomas; Louise Peim; Margaret Charles-Sifflet; Matt Day; Naomi Lacey; Natalie Brook; Sally Polanski; Sam Bond; Sean de Podesta; Seb Feast; Sharon Maloney; Susan Alderson, minutes; Warren Sharp.

**Guests:** Karen Kingsland; Cllr Rob Jarrett;

**1. Welcome and Introductions.**

Steve Hare introduced the trustees present and welcomed everyone to the AGM. He explained that only Impetus members could vote. They should do this by raising the white voting card they were given. More than 10% of the membership was present so the meeting was quorate.

**2. Apologies for absence**

Apologies were received from: Alison Penn, trustee; members: Anne Hayler; Assuntina Cardillo-Zallo; Brenda Slater; Betty Davis; Brian Middlemas; Colin Vickery; Daphne Pavey; Deborah Owen; Francis Tonks; Jackie Kulkarni; Jo Tulloch; Julian Harvey; Maureen Middlemiss; Michael Hills; Nikki Batten; Peter Batten; Peter Lloyd; Rachel Butt; Sally Kellie; Sue Howley and Tony Brannick. Guests: Denise D'Souza; Ian Dodd; Jane MacDonald and Sue Goodwin.

**3. Approval of the minutes of the AGM held on 24 September 2013**

The spelling of Woodiviss to be changed to Woodweiss. With this change it was agreed the minutes were an accurate record of the meeting and signed by the chair.

**4. Matters Arising from the minutes.**

There were none.

**5. Receipt of the accounts for the financial period ended 31 March 2014**

Rob Bartlett, treasurer, explained that the accounts were in the standard format prescribed by the Charity Commission. Page 17 showed the statement of financial activities for the year ending 31 March 2014. Restricted funds could only be spent for the purpose given, while unrestricted funds did not have such restrictions. Half of the money received by Impetus services is restricted. There was a small loss of £10k at the end of the financial year. Rob thanked Margaret Charles-Sifflett for her work as Finance Manager. Jenny Moore moved that the accounts be accepted this was seconded by Sean de Podesta and agreed by the members.

## **6. Receipt of the Report of the Trustees for the year ended 31 March 2014**

Matt Day moved that the report be accepted. This was seconded by Louise Peim and agreed by the members

## **7. Election of Trustees who retire by rotation.**

Alison French, Alison Penn and Steve Hare retired and stood for re-election. Aine Walsh moved to re-elect Alison, Alison and Steve. This was seconded by Warren Sharp and the members unanimously agreed.

## **8. Election of New Trustees**

Kate Hopkins and Rob Bartlett were recruited during the year. Sean de Podesta moved that they both be elected to the Board of Trustees. This was seconded by Clair Farenden and agreed by the members

## **9. Appointment of auditors.**

Rob Bartlett moved that Clark Brownscombe be accepted as auditors. This was seconded by Jenny Moore and agreed by the members.

## **10. Changes to the Memorandum and Articles (M&As)**

Jo Ivens explained that the M&As had been written in 1999 when Brighton and Hove Community Initiatives was set up. Impetus wished to extend the reach of its work to outside Brighton and Hove. Steve said that all the resolutions would be taken together. The resolution to extend the area Impetus worked in was subject to approval from the Charity Commission. The changes agreed would take effect from the end of the meeting. Matt Day moved that the proposed changes be accepted. This was seconded by Ian Snoxell and agreed by the members.

## **11. Any Other Business**

- a. Tony Hadley, one of the founding trustees of BHCI had died suddenly. He had been a trustee for ten years and was on the Steering Group of the Neighbourhood Care Scheme.
- b. Sean de Podesta proposed a vote of thanks to the Impetus volunteers including the trustees. This was seconded by Warren Sharp and agreed by the meeting.

## **12. Chair's Report**

**TLI.** The transfer of the Volunteer Centre (VC) and Performance Development Service (PDS) was concluded in September 2013. the new organisation is called Community Works.

**Mission Statement.** This was re-written to reflect the Social Care emphasis of Impetus. Existing Services have expanded and new ones have been added. Strong partnerships have been developed with other organisations.

**Financial Challenges.** Three services were moved or closed: PDS, VC and Pensioner Forum and two, Better Futures and ICAS started.

The Chair thanked everyone involved with Impetus for their contributions. In particular he thanked former trustees Tony Kildare and David Botibol for their work.

### **13. CEO Report**

Jo thanked Alison French for her work on the Annual Report.

The challenge facing Impetus was to respond to the greater need for its Services. Since the beginning of August the EPIC project has started in conjunction with AgeUK. Care Navigators are being recruited to work in surgeries. They will help people access support in the voluntary sector. Jo thanked the EPIC staff, Jenny Moore and Clair Farenden, for their work setting up the project.

A joint project with Macmillan starts at the beginning of 2015. This will set up an advocacy service for people with cancer. Many of these will be amongst the Impetus client groups.

Natalie Brooks joined Impetus in September as Deputy Chief Officer.

Jo thanked the staff for their patience and resilience.

There being no further business the meeting closed at 3.03pm