

**Minutes of the Annual General Meeting
Of Brighton and Hove Impetus
Held on 29 September 2015, at the Old Market, Hove starting at 2.30pm**

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

Members: Assuntina Cardillo Zallo; Clair Farenden; Danielle Alkiner-Aplin, David Botibol; Gill Reynolds; Ian Snoxell; Jo Ivens; Jo Tulloch: Joanna Harper; Julian Harvey; Matt Day; Merlin Kingsley; Naomi Lacey; Natalie Brook; Nikki Batten; Sean de Podesta; Seb Feast; Sharon Maloney; Stephen Giles; Susan Alderson, minutes; Warren Sharp.

Guests: Cllr Andrew Wealls; Jacqui Grossman; Kirstina Parkinson; Stephen Terry and Tessa Oversby.

1. Welcome and introductions

Steve Hare welcomed all those present and thanked them for attending.

2. Apologies for absence

Apologies were received from: members: Jenny Meeres; Julia Reddaway; Michael Younger; Cynthia Brocken; Peter Lloyd; Sally Kellie; Michael Hill; Maureen Middlemiss; Lorraine Fifer; Sam Bond, Alison Penn, Trustee.

Guests: Jane McDonald; Rachael Kenny; Daniel Yates; Karen Barfield; Jane Lodge; Dee Simpson; Emma Daniel; Ian Dodd; Karen Kingsland; Gillian Unsworth and Peter Field.

3. Chair's Report

Steve started by thanking the funders of the Impetus Services: Clinical commissioning Group, Brighton and Hove Council, Big Lottery and Henry Smith. Also, he thanked donors and those who provided pro bono work, particularly David Huyton who provided advice on VAT. Digiquip provided a second hand phone system when the existing one was put out of action following a lightning strike. The shape of Impetus changed when the Volunteer Centre and PDF left. Steve thanked his fellow trustees and Jo and the staff for all their work.

The year 2014-15 was pivotal to the re-shaping of Impetus. At present there are 8 services. NCS has received various awards.

There were three features of Impetus: the collective commitment to Volunteering; the breadth and depth of support given and the range of people helped. The features were crystallised in: an improvement in Health and Social Care; reduction in isolation and independent choices of people.

4. Minutes of the Meeting on 23 September 2014

On page 3, AgeUK should read AgeUK Brighton and Hove. With this change, it was agreed that the minutes were an accurate record of the meeting and signed by the chair.

5. Matters Arising

The changes to the M&As agreed at the last meeting were accepted by the Charity Commission. The updated M&As were sent to Companies House.

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

Rob Bartlett, treasurer, expressed his thanks to Margaret Charles-Sifflet for putting the accounts together and to Clark Brownscombe for carrying out the independent examination. Due to the size of the organisation a full audit was not needed. Clark Brownscombe carried out a two extra pieces of work: a review of the Financial Controls and a clarification of restricted and unrestricted funds.

The income for 2014-15 was similar to the previous year. There was a surplus of £20k, £14k unrestricted funds and £6k restricted funds. Fundraising costs increased which reflects the increased time spent. Impetus has £250k in the bank which is four months running costs. Nikki Batten asked what happened to restricted funds. Rob replied that they were carried over to the next financial year.

Jo Ivens moved that the accounts be accepted; this was seconded by Assuntina Cardillo- Zallo and agreed by the members.

6. Receipt of the Report of the Trustees for the period 31 March 2015

Natalie Brook moved that the report be accepted. This was seconded by Naomi Lacey and agreed by the members.

7. Election of Trustees retiring by Rotation

Rob Bartlett, Clare Hughes and Jason Nuttall retired and stood for re-election. Jo Tulloch moved to re-elect them. This was seconded by Sean de Podesta and agreed by the members.

8. Appointment of Auditors

Clark Brownscombe have been the auditors for several years and although Impetus is happy with the service they provide, the trustees agreed that it is good governance to look at service and value. They wished to put out auditing to tender. Rob asked the members for permission to do this. Stephen Giles moved that auditing be put out to tender and the trustees make a decision about who should be the auditors. This was seconded by Assuntina Cardillo- Zallo and accepted by the members.

9. Any other Business

Sean proposed a vote of thanks to the trustees. This was seconded by Jo Tulloch and agreed by the members.

10. CEO's report

New services: the Macmillan Cancer Advocacy started in April. This works with people with mental health issues and learning disabilities. The Community Navigators were working in GP surgeries. The service is currently being evaluated.

Challenges: the role of the Charity and Voluntary Sector: although funding is reducing the need is increasing. There has been a volunteer enquiry every working day. The recent Care Act will have an impact.

Funding: The current environment is bad and will get worse. There is likely to be a 40% reduction in funding from the Council and it will supply only the help it is required by law to provide. Many people will fall through the gaps.

Involvement with Impetus: The organisation will look at ways people are involved with the organisation. The number of Trustees needs to increase. People should be encouraged to do pro bono work, nominate Impetus as a charity supported in their

workplace. Impetus needs to raise awareness of its work. This is being done via social media, twitter and the quarterly newsletter.

Jo finished by thanking volunteers, trustees and staff for their work and commitment.

There being no other business the meeting closed at 3.10pm