
Brighton & Hove Social Welfare and Educational Trust Ltd

Minutes of Annual General Meeting
held on Wednesday 24th October 2018
at Moulsecoomb Hall, Brighton

There were 23 organisational members of the company present (represented by 40 people)

1. Albion Community Garden (membership approved at AGM)
2. Alnoure Academy
3. Bates Estate Residents Association
4. Brighton and Hove First Ladies
5. Bulgarian Society, Brighton and Hove
6. Clarendon and Ellen Residents Association
7. Coldean Residents' Association
8. Craven Vale Community Association
9. Due East Neighbourhood Council
10. Hampshire Lodge Management Committee
11. Hereford Court Community Association
12. Hollingdean Residents' Association
13. Ingram Crescent Residents' Association
14. Knoll Community Association
15. Moulsecoomb Treasures
16. North Portslade Residents' Association
17. Oromo Community in Brighton and Hove
18. Robert Lodge Residents Association
19. Sudan Club
20. Sussex Syrian Community Group
21. Sylvan Hall Residents' Association
22. Warwick Mount Tenants' Association
23. Woods House Residents' Association

Individual members of the Company present

Directors: Rob Berry, Muriel Briault, Roy Crowhurst, Barry Hughes, Ann Packham, Sohna Sosseh, Jason Williams

Staff: Dani Ahrens, Alan Gray, Kate Chapman, Judy Goss, Kate Page, Mireille Shimoda

Chair: Kate Chapman

Minutes: Mireille Shimoda

1. Chair's introduction

Kate welcomed everyone and thanked them for coming. She introduced staff members and Roy Crowhurst, Chair of the Management Committee.

2. Apologies

Apologies were received from 5 organisational members

1. Albion Hill Residents Association
2. Friday Friends Community Group
3. Pankhurst Area Community Association
4. Barnard Centre
5. Hangleton and Knoll Multicultural Women's Group

Apologies were received from 1 director

Beryl Tucknott

There were also individual apologies from:

Awel Harun Abdo (Oromo Community in Brighton and Hove)

Pat Weller (Knoll Community Association)

Ian Beck (Hollingdean Residents Association)

Alison Gray (Clarendon & Ellen Residents Association)

3. Minutes of B&H SWET Ltd Company AGM 25th October 2017, and matters arising

There were no matters arising. The meeting approved the minutes of last year's AGM. There were no objections or abstentions.

4. Finance and Fundraising Report (Annual Report and Financial Statements year ended 31st March 2018 and financial position)

Finance Report 2017-18

Judy Goss reported on the Resource Centre's finances for the year 2017-18.

Copies of the accounts were given to members at the meeting and had been available to view on the Centre's website prior to the meeting.

Over the year the Centre had income of **£219,107** and expenditure of **£194,322**, with a net income of **£24,785**.

Income

About 21% of income (£47,083) is made from the equipment hire and print services for community groups in Brighton & Hove, and Sussex. We received £12,540 (6%) in donations. The remaining 73% came from:

Brighton & Hove City Council (BHCC)	£92,110
BHCC Housing Services	£35,370
City Early Years Childcare	£7,500
Big Lottery (Awards for All)	£9,577
BHCC Collaboration Fund	£5,800
Sussex Community Foundation	£5,000
East Brighton Trust	£3,000
Other	£375

Expenditure

94% of the Centre's money was spent on providing equipment services, information services and special support to community groups.

The remaining 6% was spent on:

- Fundraising - making sure we have enough funds to keep the Centre going
- Governance - making sure we're meeting our legal and constitutional obligations.

Balance at the end of the year

At 31st March 2018 we held funds of £74,035.

Finance Report 2018-19 (current year)

The original budget set by the Management Committee at the start of the year had forecast a deficit of £23,870 but now looking a lot better at £16,160 – mainly because we had less expenditure on wages due to a member of staff (Rose Rickford) leaving in September, and that a new worker wouldn't be expected to start until January.

The future, and fundraising

- The Resource Centre is always looking at ways to maintain income from print and equipment hire by reviewing prices, while also ensuring that it's still affordable to small community groups.
- Our 3-year funding from the Council is coming to an end in March 2020: Dani Ahrens will report further on this later in the meeting.
- It's very useful for our member groups to mention how the Resource Centre helps them when talking to Councillors in the city.

Questions from the floor

Q: Can the Resource Centre access funding straight from central government?

A: Staff were always on the look-out for suitable funds that the Resource Centre is eligible for and that if something came up, we would apply for it.

Q: Can we encourage/approach local businesses, such as American Express, to donate/sponsor the Resource Centre?

A: We received funding from Sussex Community Foundation, which manages donations from businesses so a proportion of the funds we receive would be from such businesses. A local business also donated £5,000 directly to us earlier in the year.

- Barry Hughes also reminded the meeting that the Resource Centre gives advice to groups about fundraising, and that the knowledge that they acquired for their own fundraising, they also passed on to the community groups they work with.

The meeting approved the Annual Report and Accounts for the year ending 31st March 2018. There were no objections or abstentions.

5. New Members

6 new membership applications had been approved by the management committee at meetings during the past year.

Since the committee's last meeting, a further 3 applications had been made by:

1. Carden Primary PTA
2. Albion Community Garden
3. Mixed Blessings

All the groups met the criteria for membership.

The meeting approved all new applications. There was 1 abstention.

6. Report from Chair of Trustees/Directors

Roy Crowhurst asked the meeting for a minute's silence in memory of Ann Ewings, who passed away last year, and had been on the Resource Centre management committee and a stalwart supporter of the Centre.

Roy thanked the committee and staff for all their work through the past year.

He also extended a special thanks to Beryl Tucknott, who has been on the Resource Centre Management Committee for many years, but was stepping down this year for health reasons.

He highlighted the local elections happening next year, and suggested that all Resource Centre member groups use the opportunity to press upon Councillors the importance of the Centre to groups like theirs.

7. Election of Trustees/Directors for 2018-19

There were 8 nominations.

1. Awel Harun Abdo Oromo Community in Brighton and Hove
2. Rob Berry Coldean Residents' Association
3. Muriel Briault North Portslade Residents' Association
4. Roy Crowhurst Woods House Tenants' Association
5. Barry Hughes Sylvan Hall Residents' Association
6. Ann Packham Ingram Crescent Residents' Association
7. Sohna Sosseh Brighton and Hove First Ladies
8. Jason Williams Hereford Court Community Association

Kate read out a statement prepared by Awel Harun Abdo, who was unable to attend the meeting on this occasion. The other 7 nominees introduced themselves.

The voting system was explained, and groups were invited to fill out their ballot papers.

8. The work of the Resource Centre

Dani gave a report on the work of the Centre, highlighting the importance of the Centre's stability over the years, and that remaining the same year after year is part of what makes the Centre useful because it makes it reliable. Open access means that groups call on us when it suits them, and the longevity and stability of the Centre means that groups are able to build on and improve their work, to learn and grow, over the long-term.

Dani also reported the following:

- Rose Rickford has left the staff group during the year to pursue her studies in York, and that she is greatly missed.
- The Resource Centre is currently recruiting a new worker, and hoping to have someone in post in January.
- The Resource Centre has recently changed its opening hours (open Mondays, closed Wednesdays) in response to surveys and in order to improve services.
- End of the 3-year Brighton & Hove City Council funding programme in 2020 means that the Council are now starting to look at what will come next. One of

the messages that the Centre wants to get across to Councillors is that the importance of investment in infrastructure (like the Resource Centre) in the city, which allows community groups to function better, and makes a big difference to the quality of life of everyone in Brighton & Hove.

9. Announcement of election results

All 8 nominees were elected as trustees and directors to sit on the Resource Centre Management Committee for 2018-19.

10. Close of meeting

Kate thanked everyone for their support and contributions and invited them to stay for a social and buffet after the meeting. The meeting closed at 8pm.

These minutes were approved by the Annual General Meeting of Brighton and Hove Social Welfare and Educational Trust Ltd on _____ (date)

Signed

on behalf of the Management Committee
