

31st Annual General Meeting
06th June 2009
1pm
Chillfactore, Urmston Way,
Manchester, M41 &JA

Present: Lisa Hall (Chairman), Robbie Young (Vice Chair) Paul Masters (Treasurer) John Currie (Secretary) Joe Broussard, Fiona Young (CEO), Amy King, Sophie Wood, Nick McDonald Nethercott (Accounts), Dave Chugg, Steven West, Judy Ekins, Dick Taylor, Rachel Easton, Jane Stevens, John Saffell, Bryce Cooper, Rosanne Saffell, Jonathan Harper, Carol Steinberg, Jim Wigg, Susan Harrison, Robyn Burrows, Nick Atkinson, Andrew Jones, Katherine Biggin, James Redpath, Ed Brown,

Minutes – Debra Dorey

1)Apologies – Jeremy Wood, Beverly Baxter, Penny Riches, Susan Hall, Philip Hall, Adrian Carey, Tony Vankunas, Nicola Croft, David Croft, Catherine Goodfellow, Albert Antonio Elias, Nicola Waddington, John Tulley, Don Brind, Fred Hargreaves, John Meyer, Ashley Claire, Malcolm Davidson, Chris Sykes, Jill Holliday, Liza Toomey, Katherine Toomey, B Rushton, Eilidh Scott, Gary McCorkindale, Tim Nuttall, John Chard, Fiona Sherret, Stuart Walsworth, Mike Todd, Angus McKay

2) Minutes of Previous meeting

Missing nomination from the last minutes

Nominated by Ashley Claire, seconded by John Currie

Minutes proposed by John Saffell, seconded by Susan Harrison

3) Matters arising from those minutes

There were no matters arising.

4) Trustees Reports

4.1) Chairman's report

Because of the global financial crisis we are feeling the effect of the financial situation; however the good news is we are still here, which is exceptional as many charities have gone under. The news isn't all good as income is down for the same period as last year. We believe we acted quickly and correctly and anticipate that the next 6 months will be very hard work but we have a plan in place to help us come out the other side. Credit must go to our fundraising team.

The Chairman's report highlights Capturing the Experience which will be put on hold as it's not the time to discuss expansion.

The main change for 2009/10 season is that full subsidies for activity weeks will not be available. We will only have a small amount to allocate to each helper. We realise this may affect delivery of our programmes this year and we will have to monitor the take-up of helper places. The out-look beyond next year is good. Our collaboration with a major tour operator will increase awareness nationally and internationally and at the end of the recession tunnel we will be ready to move forward.

We are being very cautious over the next few months and would ask that everyone support the caution.

JE – So there will be no subsidies for helpers?

LH – We are restructuring the pricing that will have a big impact on helpers, although I can't say for certain what that impact will be just now.

PM – we cannot make a loss this year therefore we won't be subsidising

4.2) Treasurers report

Looking at the accounts to 31st May 2008 we had a small surplus of £12K. The year before we had a 'stonking' surplus of between £80k - £90k that really helped get us through last year

We changed auditors for this financial year as we were very disappointed with the last auditor. This change has coincided with the joining of the local groups and we are very surprised they wanted all the papers for scrutiny. The local groups make up between £80k - £120k; which is very important.

So that we are all prepared for the future, Nick and I will find out exactly what is needed annually and report this to you in advance

DT – You can confirm these will be needed annually?

PM – Nick and I will send round time scales to all of you once we have that confirmed

JE – We were without a cheque book for months

PM – Apologies we didn't give you the information as to why we needed the information

NMN – I can confirm that the cheque book will not be required in the future

PM – Thank you to everyone for sending in the accounts, particularly if on time

Paul read from the auditors re the missing accounts

RY – We will be emphasising to the groups the importance of doing this next year.

DT – Can you clarify if the income/ expenditure of £12k includes the local groups money? Milton Keynes is still concerned about the money.

FY - The ex BSCD money is restricted money for local groups

PM – Reserves are tied up in pools of money that we cannot reach into. There are a number of pools; local groups, the team, Central Belt project, Cairngorm, a pool for each cost centre. The money is completely ring-fenced that cannot be touched.

DT – There is concern who owns the equipment at MK?

FY – It belongs to DSUK but we have no intention of taking it away.

DT – So - the equipment at MK is MK or DSUK?

LH – At the time of the joining the transferred MK-DSUK equipment belongs to DSUK but under the jurisdiction of MK. If MK-DSUK reinvented itself the Charities

Commission would want the equipment to be transferred

FY – If the equipment wasn't ours we couldn't insure it

PM – Coming back to the accounts;

The year that has just ended is 2009. Nick has done the first run through figures and we have lost somewhere between 50k & 90K throughout 2008/9. We can stand a bit of a loss but it can't continue. To keep the core organisation going, we spent more that we received

PM – Propose to re-appoint auditors – no opposition

5) CEO Report

Since writing my report we are in a different environment. The ask on the staff this year has been massive and this is not going to change in the foreseeable future. Crystal are adopting us as their charity, which will be launched with their brochure at the end of July.

We are working with the team throughout this important Paralympic year

There will be some things we cannot do and we will need support from the members and the local groups

Having said that I am more positive than I've ever been and I am looking forward to next year

6) Fundraising report

Total income £207, 326

Our two large events; the Santa Run made a profit of £11k which was down on the previous year by £10k

The Skiathon made an excellent £6k profit as a first event. We learnt lessons that we will implement next year

The running events made close to £10k

Events for the coming year include the Santa Run, an event at the House of Lords.

We aim to have a November event here at the Chillfactor with a running event in the spring. There is also a Parachute jump being organised

We don't know what is going to be happening with the recession. Things will be more difficult but we are confident we will get through it. We need to be frugal and cost aware. Fundraising will be very important and we would urge you to get involved in events.

SH – Amy & Sophie put in a lot of effort for the events. Please understand the work that goes into them; more support from everyone is so important.

With regards to Trusts and Corporates, there has been less money available to access. I don't see this changing in the foreseeable future. Having said that we will still be writing proposals and we have been successful with Children in Need this year

FY – We are taking on a development officer for Central & Northern England. This is a new position and the details are still being discussed.

7) Motion to ratify the amendment of the articles of association by insertion of clause 7.3

We are in the process of registering with the Office of the Scottish Charity regulator (OSCR) to be also recognised as a Scottish charity. An amendment will need to be made to the memorandum of association so as to enable the charity to meet the Scottish charity test. Section 64 of the Charities Act 1993 specifies that trustees must seek Charity Commission prior written authority before making any amendment which would alter either the objects of a charitable company or any provision directing or restricting the manner in which property of a company may be used or

applied. We have received written consent of the Commission for the following clause being inserted as clause 7.3:

"Nothing in this constitution shall authorise an application of the property of the charity for purposes which are not charitable in accordance with section 7 Charities and Trustee Investment (Scotland) Act 2005."

Unanimous vote to ratify this inclusion

8) Election of Executive Committee

8.1) Robbie Young, John Currie & Joe Broussard all retire. All have offered themselves for re-election

Unanimous vote for all to be re-elected

Any other business

LH – There will be two changes to the agenda next year. There will be a report from the Operations Manager and a report from the National Co-ordinator

It's been a tough year – thank you all of the staff and volunteers. It has also been a phenomenal year, although it won't show in our finances this year it will show in the future.

DT – Are the Articles of Association/ Certificate of Incorporation changeable documents?

FY – The documents can be amended internally

LH – if by bringing together the money we would get a better return

DT – MK have been very successful with fundraising and it seems we have to transfer the money to DSUK.

FY – As mentioned previously the money transferred will be ring-fenced for MK

Meeting drawn to a close at 2.15pm