



Annual General Meeting
2:30pm 30th October 2022
St Philip & St James Church, Odd Down

Members Present:

Alison Tucker (AT) (Chair of Trustees)
Ben Stokes (Trustee)
Clive Brooks (Trustee)
Colin McSherry

Duncan Nash (DN) (Trustee)
Kathryn Spackman
Nigel Young
Pauline McSherry

In attendance:

Anna Robinson
Diana Forsey
Edna Day-Phillips
Elizabeth Riley (ER)
Esmé Zárate (Staff)
Graham Steady
Helen Spackman
Jieun Lee (JL) (Staff)
Josephine Forsey

Kay Labate (KL)
Lily Gaynor
Mary Steady
Rich Blake-Lobb (RBL) (Staff)
Rob Trickey (RT) (Bookkeeper)
Sarah Moxham-Hendra (Staff)
Siobhan McSherry
Tom Riley (TR) (Staff)

Minutes: Rich Blake-Lobb

	Item
1.	Welcome AT welcomed everyone to the meeting.
2.	Opening Prayer and Worship RBL led a time of worship and prayer
3.	Apologies for Absence Members: Beverly Harris Dave Twine (Trustee) Ruth Taylor (Trustee / Company Secretary) Tony Russell (Treasurer) Others: Christine Prideaux Edmund Prideaux
4.	Minutes of Previous AGM (10th November 2021) The minutes were approved as an accurate record of the meeting pending the following amendments: <ul style="list-style-type: none">• Duncan Nash was not the Acting Chair at the time of the meeting.• Dinah Darby took minutes and was not secretary.• 5. "Snell Snell" should read Sue Snell
5.	Appointment / Retirement of Trustees There have been no changes to the trusteeship. DT is taking a sabbatical

6. Presentation of Financial Report

RT presented the accounts for the year 2021/2022 on behalf of the Treasurer.

Summary

- Income £90.9k
- Expenditure £100.4k
- Deficit £9.5k
- Carried Forward £72.8k

Key Changes from 2020/2021

- £15k in grants: loss of Covid and main Family Support grants
- Extra day at the Barn: Increased income and expenditure
- Resuming activities post-Covid: some extra costs / some savings
- Fundraising lower than pre-Covid

Where our money came from:

- 44% Barn Income
- 17% Fundraising
- 17% Grants
- 22% Donations

Where we spent it:

- 46% Central Costs
- 10% Outreach / Fees
- 12% Parent Carers / Springs
- 32% Barn / Allotment

Looking ahead to 2022/23

Finances impacted by:

- New Day Services Coordinator
- Restructuring projects to reduce need for grants
- Reviewing venues used
- Need for ongoing Family Support funding

Questions:

JL. Which staff are included in central costs?

RT. CEO and Admin/Comms are central costs, Barn staff salaries include in Barn expenditure.

KL. Do we have a list of funders (both successful and rejections)?

RBL. Yes. The grants team keep a record of all applications. The successful grants are listed within the Annual Report.

ER. What is include in Outreach/ Fees?

RT. That would have been TR's salary and some of the professional fees for recruiting RBL.

	<p>TR. Did Outreach cover all of TR's salary or was part of the salary paid through Barn feed? RT. Don't know, will need to refer to Treasurer.</p> <p>*Update from Treasurer after the meeting: The part of Tom Riley's salary that involved running activities at the barn have been allocated to the Barn, with the balance being his outreach work.</p> <p>TR. Could you repeat how there was an overall surplus over 2 years? RT. Grant for £15k received at end of 2020/2021 gave that year a surplus of approximately £32k. However, that grant was spent in the year 2021/2022. If the grant had been received a few weeks later it would have been shown in the 2021/2022 figures, so rather than a deficit it would have shown a surplus. Therefore, rather than a significant surplus one year dropping to a deficit the following year, a more accurate reflection is a surplus of £17k in 2021 and £5k in 2022.</p>
<p>7.</p>	<p>Appointment of Independent Examiners Colin Goater, has been appointed for the last three years. The trustees are happy that we continue with this. Proposed by AT: Unanimous approval.</p>
<p>8.</p>	<p>Presentation of Annual Report AT presented an overview of the Annual Report for the year 2021/2022.</p> <p>Background</p> <ul style="list-style-type: none"> • 2021-22 continued to be marked by ongoing Covid restrictions and social distancing • Enormous thanks to our staff and volunteers who continued to deliver our services through these challenging and changing situations. • The challenging environment impacted service delivery, and fundraising (e.g the Bath half Marathon was postponed) with increasing demand across the care sector and charities generally. • Sarah Couchman gave us a year's notice that she would be leaving in June 2022. • A combination of Covid requirements and staff changes led the need for full scale review of all roles and activities. <p>Achievements</p> <ul style="list-style-type: none"> • Our new CEO started in June 2021 • We had a trustee away day in July 2022 to set the priorities with Rich • We returned to face-to-face activities with our service users • A series of summer activities took place • Fundraising events and socials restarted. • Parent Carers had 2 retreat days. • Springs celebrated 20 years • Works completed on the HAS Trust house and the housemate group moved into their new home. <p>Looking Forward</p> <ul style="list-style-type: none"> • The Challenges from the last 2 years have continued into this year • Over the last 18 months all members of staff have had changes to their roles, including 5 who have left their positions and 2 new staff joining the team in the first 6 months of the current financial year.

	<ul style="list-style-type: none"> • Our income has reduced from previous years and consequently the trustees have re-set our immediate priorities and aspirations, these are: <ul style="list-style-type: none"> ○ To focus on fundraising and income ○ To set up robust infrastructure for sustainability. <p>There were no questions.</p>
<p>9.</p>	<p>Becoming Life Savers and Life Supporters RBL introduced an Emergency Appeal with a target to raise £30k in the 150 days between 1st November 2022 and 31st March 2023 (the end of the financial year).</p> <p>Life-Supporters: are those who sign up to give regularly (monthly) to the Life Project.</p> <p>Life-Savers: are people, groups, churches and businesses who make a one off donation to the Life Project to help us through the current financial downturn.</p> <p>Ideas for raising money were encouraged and will be shared through our website, social media and newsletter.</p> <p>Ambassadors: become our representative in your church, school or work place. Life Project Ambassadors will be part of a team who share news with their local church/ school/ work place and encourage them to choose the Life Project as a chosen charity and to encourage people to get involved as volunteers, trustees, fundraising.</p> <p>The Life Project is currently only supported regularly by two churches with occasional donations from others. We hope to see this increase.</p> <p>Members: we have a membership scheme – Life Project Members are critical friends to the Board of Trustees – holding them to account and supporting them with ideas and shaping the vision. Members have an official role in decision making, especially at AGM’s as they vote to appoint trustees and any changes to the constitution.</p> <p>Questions</p> <p>KL. Could we offer training to churches, so that they get something in return for supporting the Life Project? RBL. This is something we would like to do. We hope to apply for funding for a worker to support Springs and to build links with churches. KL. Are we able to do anything with the people we already have, with the experience in the room? RBL. Yes. Firstly we need to know who is interested and available and this is one of the hopes of Life Project Ambassadors.</p> <p>TR. There are some vacancies at the moment, will the role of Administrator be replaced or merged with the CEO? Could we get volunteers involved to support these new initiatives, perhaps setting up working groups? RBL. The trustees have been reviewing the needs of Life Project relating to Admin, Comms and Fundraising/ Events as Dinah Darby’s role evolved to encompass all of these. At the next trustee meeting it is hoped a decision will be made, especially</p>

	<p>about Admin. We would love to volunteers involved to support these initiatives – we have already have a Grants Group, Fundraising Group and Strategic Finance Group which are open to new members.</p> <p>JL. How will the money be spent? It helps to know how the money will be spent so we call tell others.</p> <p>RBL. This new campaign is for general funds and we will mention different things that money will contribute to. There will be further opportunities following this campaign to highlight specific funding needs – eg. Allotment development & tools (though we are in the process of applying for grant funding for this).</p> <p>DN. Thank you for putting this together, it is a great idea and good to have a target. We all now need to support this.</p>
10.	<p>Praying for the Life Project Those present broke into small groups to pray for the Life Project the meeting concluded with two songs of worship.</p>