

# JOHN STORER CHARNWOOD AND JOHN STORER HOUSE FOUNDATION

**Minutes of the Joint Annual General Meeting  
Held on Monday, 13 November 2017 at 3pm**

**at John Storer House, Wards End, Loughborough**

## **1 Welcome by the Mayor of Charnwood, Cllr Pauline Ranson.**

The Mayor of Charnwood, Cllr Pauline Ranson, commented that JSH was at the 'heart of the community' and that JSC was working closely in partnership with other VCS groups to develop opportunities for the people of Charnwood.

The Mayor noted that on a visit during Loughborough Fair she had found the House to be 'buzzing' and that it definitely offered the 'best value breakfast in town'. She has also observed the building in action as a Civic Centre on Armistice Day and Remembrance Sunday. She felt the House had a very important role in the community offering services from transport to a place to meet for coffee.

Sandy Leong, the Joint Chair of Trustees, thanked the Mayor and then took the Chair and declared the meeting quorate.

Sandy confirmed that after the success of the performances last year the audience would again be treated to something very special during the break in the meeting with a live performance to showcase the talent of the Community Life Choices Choir and the Sathi Group dancers.

## **2 Apologies for Absence**

There were 14 apologies for absence.

## **3 Minutes** of the combined AGM of John Storer Charnwood and John Storer House Foundation, held on 31 October 2016 had been agreed by the Joint Board of Trustees last December were therefore recommended for approval by members.

This was proposed by Anne Collier and seconded by Geoff Jackman and agreed unanimously.

## **4 Annual Report on Activities and Services 2016 – 2017**

Sandy was pleased and excited to be launching the new JSC website which was displayed on the screen in the background and there was also a display board with images of the website pages.

Sandy commented on the fresh, modern look of the website and that it is linked to JSC social media ie the JSC Facebook page and our new Twitter account. The calendar is up to date with all our regular activities and services.

The 2017 printed Annual Review had been placed on all the tables in the room. The review had been designed to mirror the pages of the new website and had a theme of 'Taking Care Of What Matters'. Each of our services has its own webpage;

- Room Hire
- Well-being activities and services
- Transport Service
- The Café and Catering Service
- Information and Support for VCS groups
- Volunteering
- The Shop
- Shepshed Volunteer Centre
- Volunteering

### **4a John Storer Charnwood – Sandy Leong (Chair)**

Sandy reminded everyone that it had been the 50<sup>th</sup> Anniversary of John Storer House last year. She commented that in our 51<sup>st</sup> year we are privileged to have had such longevity whilst remaining relevant and true to the original aims of the charity, perhaps in a different way, but the heart of it is still the same.

Sandy noted that JSH is considered an icon in Loughborough. The work of John Storer Charnwood reaches beyond the building itself and out into Charnwood to also meet the needs of people who do not come in to JSH, for example with the work of the Carers group in Barrow on Soar.

Our Transport Services in Loughborough and Shepshed help people to remain independent and move easily around the borough. Our social car scheme users regularly use the scheme to go shopping, to the hairdressers or to see their doctor etc. Despite funding cuts the staff had countered with smart solutions and more innovative ways to work.

There had been recent developments with a new Well-being Garden at the rear of Shepshed Volunteer Centre and further work at the Mountfields Allotments. Both are great resources which offer space where people can volunteer or spend time together in purposeful activities. A grant from DHL had benefitted the Mountfields Allotments and a grant from the Defence Rehabilitation Centre had supported the SVC Well-being garden. Both gardens had also benefitted from Tesco grants.

Sandy stressed that in our 51<sup>st</sup> year we are still going strong and after 50 years we continue to make a difference to the lives of the people of Charnwood.

The hard work of all the staff, their commitment and their dedication was acknowledged and Sandy noted the contribution of all our fantastic volunteers without whom we could not continue to function. She also thanked her fellow trustees for giving their time and expertise.

Sandy also acknowledged our funders LCC and CBC without whom we would struggle, even with all our own income generation.

Finally, the staff, trustees and volunteers and all those who had come to the meeting were thanked for valuing JSC at JSH.

#### **4b John Storer House Foundation – Sue Frost (Chair)**

Sue spoke of her pride in being associated for over 20 years with both John Storer House Foundation and John Storer Charnwood.

Sue remarked that when originally built the building was not meant to last this long. However, she was pleased to note that the House was being kept 'fit for purpose' and that the refurbishment work on the lift paid for by the Loughborough University grant and JSHF's £5,000 contribution continues to ensure that the building is fully accessible.

Sue commented on the improvements to the Jubilee Room with the addition of new lighting and radiators and that she hoped the radiators would keep our customers and hirers warm through the winter. She noted that the combination of new blinds and air conditioning fans had already proven a great success during the summer months. She was re-assured that essential and ongoing maintenance is being prioritised in the House as the ageing building is one of the significant challenges that the organisation faces.

Sue invited everyone to help support JSC by sponsoring our team in the Loughborough Santa Fun Run on Sunday, 3<sup>rd</sup> December at 11am from Loughborough Market Place.

Finally, Sue gave thanks on behalf of the trustees of JSHF to our funders and to the staff and volunteers of JSC who continue to work and contribute so much to the success of the organisation and make it such a thriving centre.

#### **4c Shepshed Volunteer Centre (SVC) – Ian Stewart (Chair)**

Ian reported that SVC continues to consolidate after a very busy 2015/16 with services and activities maintained. He summarised the excellent statistics for the gardening, befriending and transport schemes using a power point presentation.

It had been another really positive year for fundraising at SVC with over £10,000 raised for a second year in a row, which far exceeded the budget of £7,500. The fantastic fundraising figure had been achieved with the generous support of a number of local organisations and individuals and through creative fundraising activities. Events had included Shepshed Open Gardens, the Scaresheep Festival and a Barn Dance.

Since its launch during 2016 the new Activities and Well-being garden had continued to develop with a new poly tunnel and covered area. Ian reported that the garden is beginning to gain traction with users and is selling garden produce thanks to the support of the gardening volunteers.

SVC continues to have key strategic partner relationships with Shepshed Town Council and Charnwood Borough Council.

Ian commented that SVC benefitted from a strong management committee which meets regularly, but that it would welcome new members.

Finally, Ian heartily offered a big 'Thank You' to all the SVC staff, volunteers and supporters.

## **5 Annual Accounts for the year ending 31 March 2016 – John West and David Rodgers**

Sandy introduced the presentation by John West (Hon. Treasurer JSHF) of the;

- Independently Examined Accounts of John Storer Charnwood (formerly Voluntary Action Charnwood)
- Independently Examined Accounts of John Storer House Foundation
- Treasurers' Report and Consolidated Accounts combining JSC and JSHF

John referred to the Treasurers' Report 2016 – 2017 and Consolidated Summary of Accounts which he explained summarised the accounts of both charities in an accessible format. Both sets of accounts had been independently examined by Nixon Mee and approved by both the Joint Resources Committee and the Joint Board of Trustees.

John summarised 2016/17 as a 'successful year in financial terms' with general reserves to meet known eventualities and with a reduced reliance on grant funding and more self-generated funds. There had been a significant net increase of £69,298 in the unrestricted reserves.

John confirmed that a new 2-year lease had been signed in March 2017 with JSHF as the landlord and JSC as the tenant. JSHF had contributed £5,000 towards the refurbishment and modernisation of the lift.

The contribution of our 206 JSC volunteers is impressive. The total notional value of volunteer time during the year (valuing an hour of time at £7.20, adult minimum wage) was £224,078.

John thanked the staff and volunteers, but particularly thanked the work of Karen, Elaine and Joyce for their help with the accounts.

John pointed out that all the documents are available to view on the JSC AGM webpage at <http://johnstorercharnwood.org.uk/agm/> as well as being available from the office.

Finally, John asked if anyone had any questions.

Jill Vincent proposed and Mel Chaggar seconded acceptance of the sets of independently examined accounts for both JSC and JSHF and this was unanimously agreed.

On a more personal note John wished to offer his personal thanks for David. David had decided not to re-stand for election, but retire from the Joint Board of Trustees. John wished to acknowledge that he had benefitted from David's experience and advice and wanted David to know that he would be 'much missed'. He offered his best wishes to David for the future.

### **Conclusion by David Rodgers**

David commented that in the 27 years he had been associated with the organisation that it had never been in a better financial state. He would have felt it was irresponsible to retire if the organisation was facing financial threat, but this was not the case.

However, he also wanted to note that there were challenges ahead and that the county council was under significant budgetary pressure. This was likely to have an impact on future funding for JSC. However, he felt it really important to ensure that our services remained affordable for our beneficiaries and that a careful balance had to be struck.

Sandy commented that she had tried to convince David to stay on the Board. She had been successful in doing so in the past, but on this occasion David had remained firm. Sandy thanked David for all the help he had given her over the years and expressed the gratitude of the whole board of trustees.

## **6 Appointment of Auditors/Independent Examiners**

The members are requested to approve the appointment of Messrs Nixon Mee Ltd and to authorise the Board of Trustees of John Storer Charnwood to determine their remuneration.

This was proposed by Mel Chaggar and seconded by Anne Collier and was unanimously agreed.

## **7 Elections to John Storer Charnwood**

### **7a President and Vice-Presidents**

It was proposed to elect the Mayor of Charnwood, Cllr Pauline Ranson, to the office of President of John Storer Charnwood.

It was proposed to elect the Deputy Mayor of Charnwood, Cllr Christine Harris, to the office of Vice-President.

Jill Vincent proposed approval; this was seconded by Ian Stewart and unanimously agreed.

### **7b Board of Trustees (membership list enclosed)**

Geoff Jackman had stood down to seek re-election. David Rodgers had decided to retire from the Board after an amazing 27 years of service to the organisation in its various guises – Charnwood Community Council, Voluntary Action Charnwood and John Storer Charnwood. Geoff Jackman and Mel Chaggar were nominated to stand by the deadline. As there were two vacancies and two candidates then both Geoff Jackman and Mel Chaggar were declared duly elected.

## **7c Co-options – for information only to AGM**

The two co-opted positions on the Board were filled by Mel Chaggar and Peter Chadwick. However, as Mel had just been elected at the AGM to the Board this would leave a co-opted trustee vacancy.

## **7d Shepshed Nominees**

The Shepshed Local Committee, in place since the merger of Shepshed Volunteer Centre with Voluntary Action Charnwood, nominates two individuals to the John Storer Charnwood Joint Board. These individuals are currently Ian Stewart and Derek Tapp.

## **7e Charnwood Borough Council Nominees**

Charnwood Borough Council is invited to nominate two representatives to be trustees of the John Storer House Foundation. As such, they attend the Joint Board of Trustees, but may only vote on JSHF matters. The current nominee is Cllr Ron Jukes and he was joined by Marion Smith in July 2016.

Charnwood Borough Council is also invited to nominate two representatives to be observers of John Storer Charnwood. As such, they attend the Joint Board of Trustees, but may not vote on any matters. The current nominees are Cllr Ted Parton and Cllr Hilary Fryer who replaced Cllr James Poland in July 17.

Sandy declared the end of formal business

## **Showcase of Talent**

After their fantastic performance at the AGM last year the Community Life Choice JSC Choir had again been invited to perform a medley of songs. This year their repertoire included, 'Hey Big Spender', the 'Lambeth Walk', 'We'll Meet Again' and culminated in a rousing rendition of 'Sweet Caroline'.

Mr Patel then introduced the Sathi Group dancers. He explained that the Sathi Group had started 11 years ago and grown significantly in size from 5 to 70 current members. The ladies from the Sathi Group then performed a Garba dance which celebrates Navratri (a nine night Hindu festival).

Sandy thanked everyone who contributed to our Showcase of Talent.

Afternoon Tea was then served.

## **8 'Our offer to local volunteering and the Voluntary and Community Sector (VCS)'**

Karen Frostick, JSC Director of Business Development, gave a presentation on 'Volunteering and the role of John Storer Charnwood in the Wider Voluntary and Community Sector'. Karen explored the costs to an organisation of volunteering, but stressed that this has to be balanced against the probable larger cost savings. She

explained how important volunteers can be to organisations and that they provide the 'backbone of the voluntary sector'. Karen highlighted the benefits of utilising volunteers, including that they allow organisations to reach more people, do more, achieve more whilst volunteers also bring specialist skills, interests and diversity to organisations.

Karen also looked at the role of JSC in the wider VCS in Charnwood and how we would cement our place as the lead VCS organisation in Charnwood. Cllr Hilary Fryer offered to forward the information provided in the presentation to interested parties at Leicestershire County Council.

Karen also introduced the latest addition to the JSC staff team, Penny Hopkins, who is the new VCS Development Administrator. Penny has created the new Information and Support page for VCS groups on the JSC website and she is keen for the page to be interactive with the content driven by local groups. The new VCS Forums are a place where knowledge and experience can be shared for the benefit of all.

JSC are now offering training sessions for first aid, manual handling, health and safety etc and Level 2 distance learning programme.

Karen concluded by stating her pride in the professional service offered by the Voluntary and Community Sector.

### **Vote of Thanks by Sandy Leong**

Sandy thanked the choir and the Sathi Group for their wonderful performances and again thanked everyone who had contributed to and attended the meeting.

## **9 Any other business**

There were no items for AOB.

### **Presentation to David Rodgers on his retirement from the JSC Joint Board of Trustees**

Sandy wished on behalf of everyone involved in the organisation to acknowledge and celebrate David's 27 years as a volunteer for the organisation.

Sandy said that David would be 'greatly missed' particularly for his ability to be objective and cut straight to crux of the issue. She praised his wisdom and wealth of knowledge and stated that she had been very reticent to accept his resignation from the Board.

Sandy thanked David for all that he had given to the organisation and wished him well in his retirement from the Board. She presented him with gifts and a card.

David responded by saying that he had originally joined the Board through the Citizens Advice Bureau, but that he had no regrets that he had stayed with us. It had been a privilege to serve on both boards in various roles and that he was leaving both organisations in strong hands. He wished JSC and JSHF the very best for the future.

