



JOHN STORER CHARNWOOD AND JOHN STORER HOUSE FOUNDATION

Minutes of the Joint Annual General Meeting

Thursday, 7 January 2021 at 2pm

Held via Zoom and telephone only

1. Welcome by the Mayor of Charnwood, Cllr David Snartt

The Mayor of Charnwood, Cllr David Snartt, welcomed everyone to the meeting and wished everyone a Happy New Year.

He began by expressing the hope that 2021 will be better than 2020, with eventually some return to normality, especially as the vaccine rollout gathers momentum.

“John Storer Charnwood has played a significant role during the pandemic.” He made the point that although the usual café, room hire and other services have been shut down, JSC has made a difference to people’s lives in other ways through the incredible work of Charnwood Community Action.

He made reference to having visited the Hub twice during this time; the first to celebrate the distribution of the ten thousandth food parcel and the second to give out Community Heroes awards to CCA, to the JSC Trustee Board and to individuals who have played such a huge part in the response to the pandemic.

He thanked everyone personally for the remarkable job done during this time and said that when things return to normal, John Storer Charnwood and John Storer House Foundation will be at the forefront of the Voluntary and Community Service in Charnwood and that John Storer House will go back to being the vibrant and welcoming place we know it to be.

Sandy Leong thanked the Mayor, took the chair and declared the meeting quorate.

2. Apologies for absence

There were three apologies for absence – details available on request.

There were no notifications of AOB.

- 3. Minutes** of the combined AGM of John Storer Charnwood and John Storer House Foundation held on 7 October 2019, had been agreed by the Joint Board of Trustees on 4 December 2019 and were, therefore, recommended for approval by members.

This was proposed by Sandie Forrest and seconded by Richard Hassall and agreed unanimously.

4. Annual Report on Activities and Services 2019 – 2020

Available to view on the website www.johnstorercharnwood.org.uk

4a John Storer Charnwood – Sandy Leong (Chair)

4b John Storer House Foundation – (Chair)

As Ian Stewart, Chair of John Storer House Foundation was not present, Sandy Leong as Chair of John Storer Charnwood gave the report for both.

Report in Full:

Thank you for joining us this afternoon at our delayed AGM. When we took the decision to postpone it, in the late summer from our usual October we were hopeful we might have put the worst of the pandemic behind us.

It's been hard looking back on 2019/20 because it feels like, 1. It was so long ago and 2. That we were on a different planet then. What we were doing has been overtaken by this different normal that we are living through.

However, when we do go back to the year under review, we were as always, busy on all fronts. JSH was busy with room bookings, diverse groups meeting there, training sessions taking place, the café serving great food to people who came to meet or make friends. We served 7608 main meals and 38,945 hot drinks. I can only think that that makes a lot of washing up!

The transport schemes based here and in Shepshed were busy taking those who couldn't use public transport to where they needed to be, to lunch clubs and even to the pub for lunch. 17,396 passenger journeys were recorded.

The Therapeutic Garden was busy with volunteers and those using the services and the garden behind the Shepshed office was looking great and being used. 720 therapeutic sessions took place and the Shepshed Befriending Scheme provided 1400 hours of support.

The Voluntary Sector Forum meeting was being supported and growing and of course there was our involvement in Remembrance Day, the Mela, and many other things that serve the communities of Charnwood.

We were also improving JSH, phase 1 of the kitchen upgrade, funded through Intelligent Energy; the installation of the Changing Places bathroom had started, funded by LCC; and the upgrade of the toilets, funded by CBC.

But as this successful year was about to close came the national lockdown on March 16th. The staff who are very used to being agile, responsive and coping with anything that is thrown at them, who we knew were working at capacity, found the strength, the resilience

and the energy to move up a gear to cope with the changes that the lockdown demanded; to sort out what this meant for the whole organisation and how we would play our role in supporting the sector and the people of Charnwood.

The resources Committee started to meet every 3 weeks to look at the new stuff, even the new words, like furlough, that had to be coped with. All the trustees made friends with Zoom as all meetings went online.

I would like to take this opportunity, as normal, to thank our funders, LCC and CBC and others, who enable us to carry out our important work and also to thank all the staff, volunteers and trustees.

I would like to finish by saying a great big thank you to the staff, who in those last 2 weeks of the year this AGM relates to, for simply, as usual, just getting on with it.

Responding to the needs and changing what they were doing in the blink of an eye and doing it really, really well. Working harder than even when we knew they were already at capacity. And to thank the team who began working closely with them, the great staff from CBC.

I always worry that the word I'm going to finish with is overused and trite, however on this occasion I believe it isn't. You are all AMAZING and the people of Charnwood have benefited immensely from all the work you have done.

Sandy Leong.

Sandy asked for a proposer to accept the report. This came from Mel Chaggar and was seconded by John West.

5. Annual Accounts for the year ending 31 March 2020

Sandy introduced the presentation by John West (Hon Treasurer JSC) 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

Report in full:

The 2019/20 Treasurers' Report is about the financial year ending 31st March 2020 for both charities which was before the Covid-19 restrictions had taken full effect so the financial implications of those restrictions are not included. However, your attention is drawn to the very informative 'Plans For Future Periods' on pages 8 and 9 of the JSC Accounts which explain John Storer Charnwood's response to the Covid-19 pandemic.

The balances and movement on all funds can be found in the 2019/20 accounts of both charities and in summary form in the Consolidated Accounts which follow the Treasurers' Report.

Restricted Fund balances reduced overall by £7,500 and the details of each of them can be found in both charities accounts. They are subject to restrictions on their expenditure imposed by the donors or funders.

All Unrestricted Funds increased overall by over £5,000 and include Designated Funds intended for the particular requirements of Fixed Assets, Service Development, Buildings and Transport.

In addition to Designated Funds, there are General Reserves in Unrestricted Funds. They provide essential funds to support ongoing activities and services both at present and in normal times. Significantly they also need to provide cover for possible contingent liabilities of legal, redundancy and pension liability costs. The pension liability is shown in the accounts at just over £40,000 set against the General Reserves effectively reducing the General Reserves to just over £193,000 for both charities.

Restricted and Unrestricted income from investments, donations, fundraising, rentals, catering and other activities during 2019/20 was over £393,000 and grant aid income was over £325,000. Our thanks go to Leicestershire County Council and Charnwood Borough Council for maintaining and indeed increasing their funding. Thanks also go to Shepshed Town Council and the Department for Transport for their funding.

The notional value of unpaid volunteer time during the financial year was over £246,000 which far outweighed the cost of volunteer expenses of just over £55,000.

We express our thanks to our paid staff for their commitment and dedication, our sponsors, funders and users without whom we could not exist and our volunteers whose contributions take many forms without which we could not deliver our services.

Finally, for the year ended 31st March 2020, the Treasurers' Report & Consolidated Accounts and the independently examined accounts of both John Storer Charnwood and John Storer House Foundation are presented here today for your acceptance please.

The full accounts are available to view on the JSC AGM webpage at

<https://johnstorercharnwood.org.uk/agm/> as well as being available from the office.

Sandie Forrest proposed and Mel Chaggar seconded acceptance of the JSC accounts. Madhu Khandelwal proposed and Sandie Forrest seconded acceptance of the JSHF accounts.

Both sets of independently examined accounts were unanimously agreed.

6. Appointment of Auditor or Independent Examiner

The members were requested to approve the appointment of Evolve Accountants and Business Advisors Ltd as Independent Examiner of the accounts of both charities and to authorise the Board of Trustees of John Storer Charnwood to determine their remuneration.

This was proposed by John West and seconded by Geoff Jackman 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 David Snartt, to the office of President of John Storer Charnwood. Proposed by Sandie Forrest, seconded by Madhu Khandelwal and unanimously agreed.

It was proposed to elect the Deputy Mayor of Charnwood, Cllr Paul Baines, to the office of Vice-President. Proposed by Sandie Forrest, seconded by Geoff Jackman and unanimously agreed.

7b Board of Trustees

Marion Smith

At this point Sandy asked Sandie Forrest to offer a tribute to Marion Smith, a trustee of JSFH and long-time supporter of JSC who passed away in June.

Sandie spoke from the heart about what Marion meant to her as a friend and also about her role as an advocate and trustee for John Storer and her tireless work with other organisations such as Loughborough in Bloom.

She told the meeting how Marion had faced her devastating illness with great courage.

She was a vibrant personality and well known throughout Loughborough. Sandie said how delighted and honoured Marion was to become a trustee of JSFH and how much she enjoyed events such as the AGM where she got to drink tea and talk to friends old and new.

Sandie also spoke of Marion's passion for gardening, the love she had for the JSC allotments and for the allotment groups' summer day trips to the seaside. This led to details of Marion's involvement with Loughborough In Bloom.

Sandie concluded by saying that Marion was a life force, that there was no-one else like her and that many organisations and individuals in Loughborough and Charnwood will have felt her loss.

Mike Jones from Loughborough in Bloom added that when Marion took over as Chair, she threw herself completely into the role. At least 40 groups or organisations knew her and her work through Loughborough in Bloom. The 2021 LIB calendar is a tribute to Marion.

Sandy thanked both Sandie and Mike for their contributions and after a pause for reflection carried on to the business of elections to the Board.

This year two trustees, Geoff Jackman and Melanie Chaggar stood down, but sought re-election.

One other trustee, Dave Roulston, has resigned his position.

There were two nominations for the Board of Trustees received. Andrew Hull and Keith Pyne were duly elected to the Board.

7c Co-options – for information only to AGM

There are currently two vacancies for co-opted trustees.

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. They only have one current nominee, Cllr Jenny Bokor.

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 Paul Mercer.

8. Charity Director, Karen Frostick

Karen gave a short report on the year 2019-20 and how the impact of Covid-19 has affected the charity and its future plans.

The years 2017-19 were ones dedicated to establishing the Well-being services and the community café. By the time it came to 2019-20 the question was “what else can we do?”

Karen told the meeting that the two words she had in mind were “Change” and “Purpose”. JSC has slowly been evolving and changing its services to meet the needs of those it serves, while being fit for purpose and stimulating for a new audience.

JSC has seen a shift in demographic, especially in the use of the café, with more family groups coming in, particularly at weekends.

The Well-being groups have needed a change of emphasis with more specialist support needed and we have skilled and experienced workers in place to be able to offer the best possible sessions for clients.

The TLC group in Barrow goes from strength to strength and has become a space for couples living with dementia to have a lovely meal in a nice setting, hopefully recapturing something like their previous life.

The café menu is constantly being developed, the transport service was also developing and the growth in popularity of the moving lunch club has been astonishing.

Shepshed Volunteer Centre has shown a great aptitude for organising and getting involved in community events, such as the Scare Sheep Festival and the Open Gardens. These have brought in big attendances from the wider community.

In February, the Board and staff started to look at the organisation’s Memorandum and Articles. It had been felt that the Articles could do with updating. The Charity’s Objects begin with:

“To promote any charitable purposes for the benefit of the community in the Borough of Charnwood (“the area of benefit”) and in particular the advancement of education, the improvement of health and the relief of poverty, distress and sickness.”

The word “poverty” came under scrutiny and it was decided that we were indeed dealing with poverty; of opportunity, of experience and of choice.

Little did we know that a matter of weeks later JSC would be at the forefront of trying to alleviate the more basic form of poverty in Loughborough and Charnwood and would be thrust into turning the House into a Foodbank and an avenue of support for Charnwood’s residents through the pandemic.

Karen concluded by saying that at heart JSC is still addressing that original Memorandum. We need to continue to do this, but we also need to change and evolve. We know what we are traditionally good at, but we also know we are capable of flexing and responding to any challenge issued.

Karen thanked the whole team at JSC including staff and volunteers, but also the Board, which has offered a steady steer through this difficult time. She also thanked customers and clients old and new, asking them to bear with us over the next months as we hopefully move into recovery and begin to re-instate services.

Karen then showed the meeting a letter, received that morning, from Rob Mitchell, Chief Executive of Charnwood Borough Council, thanking John Storer Charnwood for its outstanding and valuable work during the pandemic and for being a vital Strategic Partner of CBC. See attached document.

9. Any other business

None.

Sandy Leong offered a vote of thanks to Karen and to those who took the time to attend the AGM and closed the meeting.