

## THE SOUTH AND VALE CARERS' CENTRE

**NOTICE IS HEREBY GIVEN THAT THE 17<sup>TH</sup> ANNUAL GENERAL MEETING  
OF THE COMPANY WILL BE HELD ON TUESDAY 8<sup>TH</sup> NOVEMBER 2011  
AT 11 A.M.  
AT STEVENTON VILLAGE HALL, THE GREEN, STEVENTON OX13 6AA**

### AGENDA

**1 TO RECEIVE THE MINUTES OF THE PREVIOUS ANNUAL GENERAL MEETING HELD  
ON 2<sup>ND</sup> NOVEMBER 2010**

**2 TO RECEIVE THE REPORT OF THE TRUSTEES**

**3 TO RECEIVE THE REPORT OF THE TREASURER AND TO ADOPT THE ACCOUNTS  
FOR THE PERIOD TO 31<sup>ST</sup> MARCH 2011, TOGETHER WITH THE AUDITOR'S REPORT**

**4 TO APPOINT THE AUDITORS AT A REMUNERATION TO BE AGREED BY THE  
TRUSTEES**

**5 TO ELECT TRUSTEES**

(In accordance with the Memorandum and Articles of the Company, one third of the Trustees retire at each Annual Meeting) The Trustees retiring are Sophia Nicholls and Margaret Cumberland, who offer themselves for re-election.

**6. TO ELECT A NEW TRUSTEE**

Jean Bradlow has been co-opted during the year, and is recommended by the Trustees for election. Jean was formerly the Deputy Director of Public Health at Oxfordshire Primary Care Trust.

**7 TO ELECT MEMBERS OF THE MANAGEMENT COMMITTEE**

(In accordance with Regulations made by the Trustees under the Articles, one third of the Members of the Management Committee retire at each Annual General Meeting). The Members retiring are Robin and Sheila Seymour, who offer themselves for re-election.

**7. TO APPROVE AN AMENDMENT TO CLAUSE 3 1 (THE CHARITY'S OBJECTS) OF THE  
COMPANY'S MEMORANDUM AND ARTICLES OF ASSOCIATION, AS FOLLOWS:**

" to alleviate the conditions of life among people who are caring or have cared for elderly, sick, disabled, handicapped or otherwise infirm persons at home and who are in necessitous circumstances and for that purpose to promote the material welfare of such carers as aforesaid to relieve and alleviate and to advance, promote, encourage and assist in the relief or alleviation of all kinds of mental and physical infirmity, sickness, disablement or handicap including mental illness attributable to caring among carers and those persons for whom they are caring in South Oxfordshire and the Vale of the White Horse, and surrounding areas"

**8. TO TRANSACT ANY OTHER BUSINESS OF WHICH DUE NOTICE HAS BEEN DULY  
GIVEN**

**IF YOU ARE NOT ABLE TO ATTEND, YOU ARE ABLE TO APPOINT A PROXY  
IF YOU WISH TO DO THIS, PLEASE INFORM THE CHAIR.**

By Order of the Board of Trustees  
5 Lydalls Road  
Didcot  
OX11 7HX

D. Pinnell, Hon Secretary

TUESDAY



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22/11/2011

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COMPANIES HOUSE

1.11 2011

# **SOUTH & VALE CARERS' CENTRE**

## **MINUTES OF THE 17<sup>th</sup> ANNUAL GENERAL MEETING Held on 8th NOVEMBER 2011, Steventon Village Hall**

**Present: Committees:** Bob Ely (Chair), Jean Bradlow, Shamima Chowdhury, Eleanor Cowan, Margaret Cumberland, Sophia Nicholls, Doreen Pinnell, David Rouane, Sheila Seymour, Robin Seymour, John Williams.

**SVCC Members & Visitors:** Cllr Dorothy Brown (SODC), Pauline Wharton, Mike Jones, R Gerring, Anne Christopher, Julie Smith, Ian Huntingford, Pandora Huntingford, Monica Lovatt, Phil Hayward (Didcot Town Mayor), Alison Thomson (Leader VWHDC).

**In attendance:** Helen Batten (Minutes)

**Apologies:** [to be advised by Manager]

### **1. Chairman's Welcome**

The Chairman welcomed all present and thanked them for attending, noting that carers are always busy people so it was very pleasing that some had been able to come. He also extended a special welcome to the public officials present.

The Chairman briefly reviewed the changes that have taken place since 1<sup>st</sup> April 2011, with Age UK Oxfordshire (AUKO) now delivering some services to adult carers under contract from Oxfordshire County Council (OCC) under the banner of 'Oxfordshire Carers'. OCC has taken some adult carers' services in-house and the future of services for young carers is still uncertain. Two years ago the AGM was advised of anticipated difficulties, and one year ago the AGM was informed that the immediate future appeared very uncertain but that SVCC was determined to continue. Thanks to the sound guidance of Treasurer David Rouane and auditors, Ellacotts, SVCC currently has sufficient reserves to continue its activities for approximately 18 months. Various funding options are being vigorously pursued and Trustees have been very encouraged by the level of recent public support. Funding has been received from various bodies including parish councils, district councils, other charities and trusts as well as private individuals.

The Chairman re-affirmed SVCC's intention to continue to work constructively with all other agencies delivering services to carers, and thanked the Manager, staff and volunteers for their continuing hard work on behalf of the Centre.

**1. Minutes of the 16<sup>th</sup> Annual General Meeting:** Doreen Pinnell read the minutes of the AGM held on 2<sup>nd</sup> November 2010. There were no comments or questions and the Chairman proposed they be adopted, which was seconded by Sheila Seymour, and carried *nem con*.

**2. Trustees' Report:** A formal report had been previously circulated as part of the Annual Report. Sophia Nicholls proposed adoption of this report, seconded by John Williams and carried *nem con*.

**3. Financial Report & Adoption of Accounts:** These had previously been circulated.

3.1 Treasurer David Rouane welcomed everyone to the first AGM of the post-OCC era, commenting that the annual accounts necessarily deal with the past whereas the future of SVCC is of greatest interest. He reported that following the end of the main OCC contract on 31<sup>st</sup> March and the young carers' contract on 30<sup>th</sup> September, SVCC is now running on non-OCC funding. The current financial position is slightly better than anticipated as extra money was saved at the end of the last year, and expenditure on redundancies was not necessary as this was taken on by AUKO. £267,000 was carried forward to the current year. This, together with a budgeted income of approx. £20,000 and outgoings of approx. £150,000, provided enough funding to operate for two years.

3.2 David explained the deliberate decision to continue to operate as close as possible to previous levels in order to facilitate fundraising by being able to demonstrate functioning services. He thanked those bodies that have continued to support SVCC.

3.3 David drew attention to the proposed change of constitution detailed in the agenda, explaining the need to increase the geographical area of SVCC's operation following the closure of the other Centres in the county.

3.4 Carers Oxfordshire, the company established to bid jointly for OCC services with the other Centres, has now been wound up.

3.5 Turning to the 2011 annual accounts, they were recommended for acceptance by David Rouane, seconded by Margaret Cumberland and agreed *nem con*.

4. **Appointment of Auditors:** David Rouane proposed the appointment of Ellacotts for a further year, which was seconded by Bob Ely and carried *nem con*.

5. **Election of Trustees:** In accordance with the Articles of Association, Margaret Cumberland and Sophia Nicholls were standing down as Trustees, both offering themselves for re-election. In addition Jean Bradlow had been co-opted as a Trustee during the year. The election of the three above-named Trustees was proposed by Bob Ely, seconded by Doreen Pinnell, and agreed *nem con*.

6. **Election of Members to the Management Committee:** In accordance with the Regulations made by the Trustees under the Articles of Association, Sheila Seymour and Robin Seymour were retiring from the Management Committee but offering themselves for re-election. Their appointment was proposed by David Rouane, seconded by Shamima Chowdhury and agreed *nem con*.

7. **Constitution:** Charity Commission approval for the proposed alteration has been received and this will enable SVCC to replace Carers Oxfordshire as an organisation which can offer services countywide, should there be any change in the current organisation of OCC-provided services to carers.

It was proposed by Bob Ely, seconded by Doreen Pinnell and carried *nem con* that clause 3.1 of the Company's Memorandum & Articles of Association (the Charity's Objects) be amended by addition of the phrase "and surrounding areas" as follows: "to alleviate the conditions of life among people who are caring or have cared for elderly, sick, disabled,

handicapped or otherwise infirm persons at home and who are in necessitous circumstances and for that purpose to promote the material welfare of such carers as aforesaid to relieve and alleviate and to advance, promote, encourage and assist in the relief or alleviation of all kinds of mental and physical infirmity, sickness, disablement or handicap including mental illness attributable to caring among carers and those persons for whom they are caring in South Oxfordshire and the Vale of the White Horse, and surrounding areas.”

## **8. Other Business**

**8.1** On behalf of staff, Sue Jeffs thanked the Chairman, Trustees and Management Committee for all their efforts on behalf of SVCC. Their excellent stewardship has ensured a future for the Centre following the withdrawal of OCC funding and they have provided invaluable personal support in some very difficult times.

**8.2** Following the misinformation given out by OCC during 2010, Margaret Cumberland urged all present to continue to inform people that the Centre is still open and serving carers.

The Chairman thanked everyone again and closed the formal part of the meeting.

The Chairman then introduced **Alison Thomson, Leader of Vale of White Horse District Council**, who has chosen SVCC as one of her two charities of the year, alongside Help for Heroes. Alison explained that she had no hesitation in selecting SVCC and spoke of her professional background as an occupational therapist which included leading the adult service delivered through the day hospital at the Radcliffe Infirmary. Alison gave examples to illustrate her strong belief in the importance of appropriate diagnosis and accurate description of often complex conditions, followed up by knowledgeable and tenacious assistance in accessing the correct level of support. She had made many referrals to the Centre for assistance with benefits applications and patients had always received a high quality service.

Alison fought hard for extra VWHDC funding for SVCC and the Chairman had noted that funding has increased this year. Alison champions the needs of young carers, believing that dedicated services for them are vital. She also firmly believes in the value of benefits as a means of recognising someone within the ‘system’ as having additional needs. She will continue to speak up for SVCC as a going-concern. Fundraising activities for the charities of the year have included a dinner at which Sue Jeffs spoke about the work of SVCC and Alison is also looking forward to taking part in a sponsored swim.

The Chairman thanked Alison for her staunch and eloquent support of SVCC, commenting that it is good to know that someone in public service has such sound knowledge of the issues that concern carers. A bouquet of flowers was presented.

The meeting closed at 12.10 pm and was followed by an informal lunch.