Minutes
of
Annual General Meeting of
Communities First Wessex (Trading as Community First)
Held on
Friday 25 January 2019 at 12.00 noon
at Village Hotel Portsmouth, Lakeshore Drive, Portsmouth PO6 3FR

Present:	Beverley Jones	Chairman
	Trevor Lewis	Vice Chairman
	Margaret Woodhead	Director
	John Evans	Director
	Steve Irving	Director
	Jenny Owens	Director
	Bill Stevens	Director
	Tim Houghton	Chief Executive

List of members who attended and other attendees below

Item	Comments	Action
1	**Welcome and Apologies for absence** Attached list of apologies. Beverley Jones, Chairman welcomed everyone to the AGM for Communities First Wessex (trading as Community First).	
2	**Minutes of the last AGM held on 18 January 2018** The minutes from the AGM held on Thursday 18 January 2018 were agreed.	
3	**Chairman's Report** The Chair referred to Community First Annual Review 2018 'Building Better Communities' and highlighted the following: • Working towards our vision • Proud to say we provide transport services to around 53% of the county • Value collaboration to provide greater impact • We are a membership organisation working with others • We are a growing organisation – on 1 April 2018 the merger with Community Action Fareham was completed.	

	• Staff restructure has taken place to become leaner and fitter. • Working more closely within the sector and delivering results. • Delighted to be advised by HCC that funding has been confirmed at the same level for the next 2 years. • Still have ambition on own and with others to improve and consolidate and be preferred provider of voluntary support in Hampshire. • Concentrate on the health & wellbeing agenda. The Chair expressed thanks to all staff, members, supporters, all funders including Basingstoke & Deane Borough Council, Chichester District Council, East Hampshire District Council, Hampshire County Council, Havant Borough Council, Winchester City Council, South Eastern Hampshire Clinical Commissioning Group staff and volunteers, including fellow board members.	
4	**Retirement and Appointment of Trustee Directors** The Chair advised the following Trustee Directors have retired by rotation: • John Evans, • Jenny Owens • Margaret Woodhead John Evans, Jenny Owens and Margaret Woodhead were put forward for re-election to the Board of Communities First Wessex T/A Community First. **All agreed.** The following were co-opted by the board during the year and are standing for election by members at this, the first AGM after their appointment: • Denis Gibson • Steve Irving Denis Gibson and Steve Irving were put forward for election to the Board of Communities First Wessex T/A Community First. **All agreed.**	
5	**Presentation and Adoption of Accounts** The accounts and an overview of the financial position were presented by Trevor Lewis. Highlights: • Invested in Leigh Park Community Centre. • Invested in Skills to Grow. • No longer running Hewitt's facility. • Hampshire Pension Fund pension liability affected strategy. HCC has decided to invest funds from charities differently which will reduce the pension liability in future. • Stakeholder pension contributions have increased.	

	Trevor Lewis proposed the 2017/18 Accounts be adopted, seconded by Bev Jones and carried.	
6	**Appointment of Auditor** The Chair proposed that Community First re-appoints Menzies LLP as auditors for 2018-2019 and allow Directors to determine their remuneration. All agreed.	
7	**AOB** None	
	The AGM closed at 12.30pm. The AGM formed part of Community First's 'A Connected Society – Social Solutions for Healthier People and Places' Event held on 25 January 2019 from 10am-2.30pm.	

Apologies

Organisation	Contact Name
Friends of Corhampton (Saxon) Church	Peter O'Sullivan
Grayshott Village Hall	Barbie McSean
SDAS (Southern Domestic Abuse Service)	Claire Lambon, CEO
Stroke Association / Portchester Stroke Club	Nell Wycherley and Colleen Webster
The Urban Vocal Group	Charlie Fletcher, Director
Whitehill Chase Foundation Trust	Chris Morgan
Winchester Churches Nightshelter	Michele Price, Manager
Winchester Go LD	Janet Chierchia
Winchester Warriors Junior Cricket Association	Colin Smith
Off the Record	Sue Gillard

Attendees:

Name	Organisation
BATEMAN, Pam	Open Sight Hampshire
PENNYCOTT, Margaret	Stubbington & Hill Head Voluntary Care Group
BENNETT, Charlee	CPRE Hampshire
BLANDFORD, Ray	
BORMAN, Ross	Havant and East Hants Mind
BUCK, Dawn	Southern Health NHS Foundation Trust
CLOSE, Madeline	Disabled People's Voice Limited
COOK, Clive	St Johns Winchester
CULHANE, Lee	Healthwatch Hampshire
DALLARD, Nigel	Winchester Radio
DOCHERTY, Lucy	Fareham & Gosport CCG
ENGLISH, Kate	Wickham Community Centre
EXLEY, Patricia	Citizens Advice East Hampshire
FITZPATRICK, Andrea	The Princess Royal Trust for Carers in Hampshire
FITZSIMMONS, Pat	Basingstoke Voluntary Action
FRY, Trevor	Fareham & District Society of Model Engineers
GAIN, Katie	Guide Dogs
GAYSON, Helen	
GILL, Angela	GVA
GOLDING, Chris	Winton House Centre
HODKINSON, Caroline	Lee Residents Association
HOGBIN, Ben	Discover Wellness
HOGG, Michelle	MHA Live at Home
JONES, Kate	Hampshire County Council
KERWOOD, Elizabeth	South Eastern Hampshire CCG
LOGAN, Gregor	FOSACC
MASON, Tim	Rotary Social Innovation SEH
MAYO, Biddy	Citizens Advice Fareham
MCFARLANE, Kay	Friends Through Pain
MCKAY, Alison	Hampshire County Council
MILLAR, Jean	Twyford Surgery PPG
MILLARD, Nicky	HCC (Adults' Health and Care)
MILLERCHIP, Janie	East Hampshire District Council
MOLYNEUX, Mandie	Artscape
MORRELL, Maria	Havant and East Hants Mind
MULA, Gina	Alzheimers Society
O'BRIEN, Anna	Winchester Radio
OMEROD, Rob	Hampshire County Council
OWEN, Adrian	Hampshire County Council
PAGDIN, Freia	CPRE Hampshire

PARISH, Graham	The Mental Health Initiative
PARISH, Susan	Park Community School
PARKER, Julie	Havant and East Hants Mind
PHELVIN, Jody	Andover Mind
PILLAI, Jayan Peter	River Aid
PLIMMER, Penny	Photographer
QUINTAVALLE, Janet	The Bereavement Centre
RALEY, Cynthia	N/A
REEVES, Ian	Gosport Voluntary Action
ROBBINS, Susan	Winchester City Council
ROBINSON, Paul	Learning Links
RODGERS, Amanda	FINCH
ROGER-JONES, David	Wickham Community Centre
SAMUDA, Carole	Havant Borough Council
SCHWAGER, Hilary	Catalyst Social Enterprise Ltd
SEYMOUR, Su	N/A
SHORT, Maggie	MSLipreading
SMALL, Hywel	-
SMITH, Peter	Chichester District Council
STILWELL, Bill	Havant Methodist Church
STOW, Harry	Energise Me
STRANGE, Frances	Twyford Surgery PPG
THOMAS, Elaine	Chichester District Council
TOPHAM, Sue	The Mental Health Initiative
TRIPPICK, Michael	Clanfield Bowls & Sports Club
VENABLES, Robert	Winton House Centre
WADSWORTH, Julian	WCC
WATSON, Daisy	Hampshire County Council
WEBB, Tina	Driving Miss Daisy
WICKEN, Glen	
WILSON, Nicholas	South East Hants CCG
WINTER, Lesley	Radian Lifelink
WOOD, Sally	Parkinson's UK
WOODALL, Jeremy	Quercus VSC
WRIGHT, Niki	Friarsgate Practice

Staff and Volunteers who attended:

BALCOM, David	Volunteer
BASELEY, Kat	Project Administrator (Positive Pathways)
BAXTER, Hannah	Digital Marketing Assistant
BELSHAW, Tom	Head of Enterprise
BLANDFORD, Ray	Volunteer (Walking for Health)

BRIERLEY, Anstey	Community Development Manager
BURTON, Gill	Administrator
DAVIS, Gary	Community Development Worker
DOWBAKIN, Rachel	L & D Co-ordinator
DOWTHWAITE, Tanya	Head of Finance
DUDMAN, Lin	Executive Assistant to CEO
DUGGAN, Janet	B & V Engagement Manager
ELFORD, Miles	Database Administrator
FIELD, Jean	Finance Officer
GREENE, Sue	Participation Support Worker
HARRIS, Mandy	Head of Community Development
HOUGHTON, Tim	CEO
JARVIS, Becka	Youth Team Manager
KITT, Vanessa	HR/Admin Officer
MARIE, Hugh	Volunteer
MOLONEY, Liam	Senior Youth Worker
MOORE, Liz	Head of Learning Services
MUSSELWHITE, Sue	Finance Officer
PALMER, Beverley	Centre Co-Ordinator LPCC
PETERS, Lynne	Head of Transport
ROMICHEVA, Jennie	G S & Service Co-Ordinator
SHEPHERDSON, Lesley	Shopmobility Assistant
STRANGEWAY, Janet	Marketing Officer
TAYLOR, Rachel	Business Vol Co-ordinator
WOOLDRIDGE, Jessica	Shopmobility Manager

BOARD OF DIRECTORS

EVANS, John	Director
IRVING, Steve	Director
JONES, Bev	Chair
LEWIS, Trevor	Vice Chair
OWENS, Jenny	Director
STEVENS, Bill	Director
WOODHEAD, Margaret	Director

GUEST SPEAKERS

CARTER, Debs	Touch Network CIC
DAYSON, Chris	Sheffield Hallam University
GRAY, Debra	University of Winchester