



**Minutes
of
Annual General Meeting of
Communities First Wessex (Trading as Community First)
Held on
Friday 24 January 2020 at 11.20am
at Ageas Suite, Ageas Bowl, West End, Southampton SO30 3XH**

Present:

Beverley Jones	Chairman
Trevor Lewis	Vice Chairman
Margaret Woodhead	Director
Jenny Owens	Director
Tim Houghton	Chief Executive
CLr Andrew Joy	Executive Member for Communities, Partnerships & External Affairs – Hampshire County Council

List of members who attended and other attendees below

Item	Comments	Action
1	<p>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).</p>	
2	<p>Minutes of the last AGM held on 25 January 2019 The minutes from the AGM held on Friday 25 January 2019 were agreed. Proposer: Steve Holmes Seconder: Margaret Woodhead</p>	
3	<p>Chairman’s Report The Chair referred to Community First’s Annual Review 2019 and highlighted the following: Looking back:</p> <ul style="list-style-type: none"> • Leadership & Influence. • Resources • Impact • Collaboration 	

	<ul style="list-style-type: none"> • Innovation/Enterprise <p>Growing in Scale:</p> <ul style="list-style-type: none"> • Fareham – combined • Leadership/direction to other CVSs • Understanding collaboration • Community First New Forest – agreed to merge April 2020 • Reviewing & developing new services. Hywel Small joined Community First as Head of Enterprise in September 2019. <p>Going Forward:</p> <ul style="list-style-type: none"> • Managing centrally, delivering locally • Ensuring a comprehensive, consistent, quality service across Hampshire • Remove duplication of costs to invest • A more robust, credible partner for funders <p>The Chair expressed thanks to all staff, members, supporters, all funders (including Basingstoke & Deane Borough Council, East Hampshire District Council, Hampshire County Council, Havant Borough Council, Winchester City Council), and fellow board members.</p>	
	<p>Cllr Andrew Joy, Executive Member for Communities, Partnerships & External Affairs</p> <p>The Chair introduced Cllr Andrew Joy and invited him to say a few words.</p> <p>Cllr Joy said he had found this event to be informative and insightful adding these are tough times for the voluntary sector and government. He said the voluntary sector demonstrated creativity and enthusiasm during difficult times and under pressure which he felt was making a difference to the lives of many people. He noted that Hampshire’s multi-faceted voluntary sector continues to serve Hampshire’s residents and showed great resilience. He recognised that the voluntary sector had the capacity to make contact with hard to reach people. He also said that HCC had the need to make ongoing savings which will continue for 2020/21 but the funding which has been awarded reflects the confidence in infrastructure support which is already making a difference. He concluded by thanking all for everything they do in serving Hampshire’s residents – ‘You are an inspiration’.</p>	
4.	<p>Retirement and Appointment of Trustee Directors</p> <p>Tim Houghton advised the following Trustee Directors have retired by rotation:</p> <ul style="list-style-type: none"> • Bev Jones • Trevor Lewis • Bill Stevens <p>Tim Houghton gave thanks to Bill Stevens for his many years as a Director and wished him well for the future.</p>	

	<p>Bev Jones and Trevor Lewis were put forward for re-election to the Board of Communities First Wessex T/A Community First.</p> <p>All agreed.</p> <p>The following was co-opted by the board during the year and is standing for election by members at this, the first AGM after his appointment:</p> <ul style="list-style-type: none"> • Clive Graham <p>Clive Graham was put forward for election to the Board of Communities First Wessex T/A Community First.</p> <p>All agreed.</p>	
5	<p>Presentation and Adoption of Accounts</p> <p>The accounts and an overview of the financial position were presented by Trevor Lewis.</p> <p>Trevor Lewis proposed the 2018/19 Accounts be adopted, seconded by Margaret Woodhead and agreed.</p>	
6	<p>Appointment of Auditor</p> <p>The Chair proposed that Community First re-appoints Morris Crocker as auditors for 2020-2021 and allow Directors to determine their remuneration.</p> <p>All agreed.</p>	
7	<p>AOB</p> <p>None</p>	
	<p>The AGM closed at 11.55am. The AGM formed part of Community First's 'Volunteering for the Future – Making Life Better for Everyone' held on 24 January 2020 from 10am-2.30pm.</p>	

Apologies

Organisation	Contact Name
Heather Evans	Bespoke Biking CIC
Jon Stuart	Citizens Advice Havant
Clive Graham	Community First Director/Trustee
Denis Gibson	Community First Director/Trustee
John Evans	Community First Director/Trustee
George Ringrow	Diabetes UK Fareham & Gosport Group
Claire Lambon	Stop Domestic Abuse
Michele Price	Winchester Churches Nightshelter
Liz Cooper	Home-Start Winchester & Districts
Colin Smith	Winchester Warriors Junior Cricket Association
Nicki Conyard	Havant Borough Council
Nell Witchley	Portchester Stroke Group
Amanda Hardacre	Home-Start Hampshire
Mandie Molyneux	Artscape

Attendees:

Name	Organisation
ALDINGTON, Harry	Lane, Clark & Peacock
BAKER, Sarah	PCC
BATEMAN, Pam	Open Sight Hampshire
BECKETT, Darren	Hampshire County Council
BENGE, Martyn	Stubbington & Hill Head Voluntary Care Group
BISHOP, Rosemary	Age Concern Petersfield
BLACKMORE, Sharon	Stop Domestic Abuse
BOWDERY, Tracy	St Barnabas Hospices
COLEMAN, Cheryl	Portchester Community Association
COX, Leanne	Hampshire & IOW Air Ambulance
CURRAN, Emma	Andover Mind
DALLARD, Nigel	Winchester Radio
DAVIES, Kirsty	Hampshire & IOW Air Ambulance
DEENEY, Debbie	Chat-Tea Café
DOUGLAS, Keith	County Douglas Law Limited
ELEY, David	Community First New Forest
FITZPATRICK, Andrea	Andover Mind
FRY, Trevor	Fareham & District Society of Model Engineers
GILL, Angela	Gosport Voluntary Action
GONELLA, Paul	Strong Island Media
GRAY, Philippa	Bedhampton Community Centre
GREENLEE, Amanda	Winton House
GUNNER, Sophie	Dreams Come True
HARKIN, Deborah	Hampshire County Council
HOBSON, Catherine	Home-Start
HOWLAND, Mark	Charity Bank
JOY (Cllr), Andrew	Hampshire County Council

KIRKLAND, Paul	Community First New Forest
MARSHALL, Ian	Ian Marshall's Mejma Experience
MELLISH, Philippa	Hampshire County Council
MOULSON, Marion	Stubbington & Hill Head VCG
NICHOLAS, Angie	Blind Veterans UK
OWEN, Adrian	Hampshire County Council
PEPPER, Suzanne	Gosport Voluntary Action
PILLAI, Jayan Peter	AWS
PONSFORD, Alaya	Owen's Party CIC
ROCHER, Sheridan	Age Concern Petersfield & District
SCOTT, Issy	WAVE
STILL, Andrea	Portsmouth Salvation Army
STOKES, Peter	Hampshire County Council
STOREY, Laura	IBM
VENABLES, Robert	Winton House
WALSH, Katy	Portsmouth City Council
WEBSTER, Sheana	Chat-Tea Café
WINTER, Nicola	Home-Start Butser
WORSTER, Emily	Salvation Army

Staff and Volunteers who attended:

Name

ADDIS, Michelle
 ALLUM, Ina
 BALCOM, David
 BASELEY, Kat

BAXTER, Hannah
 BILLAM, Catherine
 BROWN, Janet
 DAVIS, Gary
 DIXON, Sarah
 DOWBAKIN, Rachel
 DOWTHWAITE, Tanya
 DUDMAN, Lin

Job Title

Administration Manager
 Positive Pathways Manager
 Volunteer
 Project Administrator (Positive Pathways)
 Digital Marketing Assistant
 Community Development Officer
 Volunteer
 Community Development Worker
 HR/Admin Volunteer
 L & D Co-ordinator
 Head of Finance
 Executive Assistant to CEO

DUGGAN, Janet
EDEN, Julie
ELFORD, Miles
FIELD, Jean
HARRIS, Mandy
HOLMES, Steve
HOUGHTON, Tim
KITT, Vanessa
MOORE, Leah
MOORE, Liz
MUNDAY, Julia
MUSSELWHITE, Sue
PERRY, Tori
ROBERTS, Jo
ROMICHEVA, Jennie
SHERGOLD, Maurice
SMALL, Hywel
STRANGWAY, Janet
TAYLOR, Rachel
WHITE, Bruce

BOARD OF DIRECTORS

JONES, Bev
LEWIS, Trevor
OWENS, Jenny
WOODHEAD, Margaret

B & V Engagement Manager
Volunteer Service Coordinator
Database Administrator
Finance Officer
Head of Community Development
Driver
CEO
HR/Admin Officer
LPCC Coordinator
Head of Learning Services
Volunteer
Finance Officer
L&D Business Administrator
LPCC Kitchen Supervisor
G S & Service Co-Ordinator
Community First (W4H Walk Leader)
Head of Enterprise
Marketing Officer
Business Vol Co-ordinator
Community Development Officer

Chair
Vice Chair
Director
Director