

Bury VCFA Annual General Meeting 2024

Minutes of AGM: 27 November 2024 (5.00pm – 6.30pm)
Location: The Minden Suite, The Fusiliers Museum, Bury

Attending Trustees: Tim Bryant, Mark Cunningham – The Fed (Deputy Chair), Katie Jenkinson – Trust House Whitefield, Jill Logan – Bury Blind Society (Treasure), Gary Malcomson – CABB, Vicky Maloney – Early Break (Deputy Chair), Laura Wolstenholme - Persona

In attendance: Andy Hazeldine (Indendent Interim Chair), Helen Tomlinson (CO, Bury VCFA), Pauline Crossley (Admin Manager, Bury VCFA)

Attending Members (as at 27 November 2024):

Alison Fisher	Fair Futures CIC
Barbara Burke	IEPD
Carol Stephens	Bolton Road Methodist Church
Cat Aherne	Citizens Advice Bury & Bolton
Chris Canham	Hoot Credit Union
Clara Laight	Bury LGBTQI+ Forum
Gary Hardman	Seedfield TRA
Gemma Goss	FGRS Community Hub
Gill Pearl	Speakeasy
Gill Smith	Radcliffe Litter Pickers
Helen Varnom	Keep Bury Clean
Ian Warburton	Bury Street Pastors
Ifti Ahmed	Bury Defence Academy
Jane Lees	Age UK Bury
Judith Myers	The Jewel Project
Judith Whitehead	One Step Bury CIC
Kanval Farooq	The BAME Project
Kate Brazzill	Bury Acapeelers Community Choir
Katie Crowshaw	Sovereign House GH
Leslie O Shea	R.O.B.E.S Epilepsy Society
Liam Swanston	The Proud Trust
Lorraine Hill	R.O.B.E.S Epilepsy Society
Mandy Worsley	Circle of Inspirational Calm CIC
Michelle Jiva	Circle of inspirational calm CIC
Okszana Nepijvoda	Sunflower Manchester
Rachel Earing	The Great Big Yawn CIC
Rob Lees	MaD Theatre Company
Robert West	Citizens Advice Bury and Bolton
Ruth Warburton	Street Pastors

Sammy Deas	The Sunnywood Project
Sherridan Matthews	FGRS Community Hub
Simon Watkinson	St Peter's Church Bury / Growbaby Bury
Steph Chesney-Bryce	Age UK Bury
Stephen Marley	Ramsbottom Coop Hall
Ummrana Farooq	The BAME Project
Will Case	Your Support Matters

Attending Non-members:

David Catterall	Annabelle's Challenge / LGBTQI Forum / Bury Council
Diane Nelson	Bolton Deaf Society
Jared Griffin	Annabelle's Challenge
Joanna Mawdsley	Bury Older People's Network
John Herbert	Bury Relics Walking Football
John Pearcey	Dignifying Dementia
Joseph Sloan	Kingsmen UK
Katie Stansfield	Bury Art Museum
Keith Bibby	Bury Relics
Liz Smith	Dignifying Dementia
Lynne Warner	Friends of Chesham Woods
Mike Thornton	Whitefield Methodist/Oasis Centre
Sally Thornton	Whitefield Methodist/Oasis Centre
Sarah Evans	Bury Art Museum
Tina Harrison	Growing Together Radcliffe Support

Attending Others :

Camila Horbatiuk Dutra	Bury Council
Chris Woodhouse	Bury Council
Jackie Veal	Bury Council
Michael Barton	GMP
Will Blandamer	Bury Council

VCFA Team :

Adam Fitton
Andrea Cheetham
Anne Fleming

Beverley Santana Vega
Chris Neilson (VCFA Volunteer)
Katherine Warburton-Gibb
Kathryn Fry
Luke Fisher
Marie Wilson
Owen Hewson
Sarah Thornton

Apologies:

Raj Cheema	10GM
Jeanette Richards	Bury Council
Kirsty Oliver	Bury Council
Lynne Goggins	Bury Council
Kat Sowden	Persona
Liam Swanston	The Proud Trust
Kath Wynne Jones	IDC

AGENDA ITEM
<p>1. Welcome and Apologies</p> <p>The Independent Interim Chair (Andy Hazeldine) welcomed everyone to Bury VCFA's AGM 2024.</p> <p>Attendees were advised that only registered and confirmed members of Bury VCFA would be eligible to propose/second any decisions arising from the AGM.</p> <p>Apologies as above</p>
<p>2. Minutes of previous AGM (29 November 2023)</p> <p>Draft Minutes were proposed by Vicky Maloney and seconded by Katie Jenkinson; the Minutes were subsequently adopted. There were no Matters Arising.</p>
<p>3. Bury VCFA activities over the year</p> <p>The Chief Officer, Helen Tomlinson, presented a review of VCFA's activities, achievements and challenges throughout the year (2023-24), focusing on the VCFA's key themes of: Leadership & Advocacy, Partnership & Collaboration, Capacity Building, and Volunteering. The Chief Officer extended her thanks and appreciation to all VCFA staff, Trustees and Volunteers for their support and hard work during 2023-24.</p>

4. Summary of financial activity in the year and adoption of the annual report and accounts (1 April 2023 – 31 March 2024)

Bury VCFA's Honorary Treasurer, Jill Logan, presented a summary of financial activity, with reference to the Annual Report and Accounts (2023-24).

Adoption of the Annual Report & Accounts (2023-24) was proposed by Vicky Maloney and seconded by Katie Jenkinson. Bury VCFA's Annual Report & Accounts (2023-24) were duly received, approved and adopted, ready for submission to the Charities Commission.

Thanks were extended to members of the Finance Sub-Committee (FSC) for their work in support of Bury VCFA and the Board, steering the organisation and ensuring that financial oversight and reporting were maintained.

5. Appointment of Independent Financial Examiners

Community Accounting Services (CAS) were proposed by Jill Logan, and seconded by Gary Malcomson, to continue as Independent Financial Examiners undertaking VCFA's independent financial examination for a further year (2024-25).

CAS was duly appointed to undertake the Independent Financial Examination for a further year unless or until it becomes apparent that VCFA's income is likely to exceed the £1 million annual threshold.

Once again, the services of CAS to-date were commended; the support/guidance provided throughout the year, over-and-above the financial examination, was greatly appreciated and acknowledged.

6. Appointment of Trustees

It was recorded that Andy Hazeldine's term as Independent Interim Chair comes to an end with this AGM (27 November 2024). Further thanks and appreciation for Andy's considerable contribution to VCFA and the wider sector in Bury over the term of his stewardship were shared and applauded.

It was noted that all serving Trustees are eligible and willing to continue in the role for a further term; it was also recorded that no additional nominations had been received. It was recorded that Jill Logan would serve as the future Chair of Trustees, with effect from January 2025.

7. Appointment of Honorary Treasurer

It was noted that VCFA is not legally obliged to appoint an Honorary Treasurer. Rather, it was recorded that the Board of Trustees would continue to be supported by the Finance Sub-Committee, comprising members of the Board plus an independent Co-Opted member, reporting regularly to the full Board.

8. The Power of Investment – stories of impact

Three keynote presentations were delivered, each demonstrating how grant aid has enabled or enhanced each organisation's offer to the residents of Bury:

- Bury Relics
- The Jewel Project
- MAD Theatre

The Chair thanked each of them for their informative and inspirational insights into their Projects and respective organisations.

9. The Year Ahead

The Chief Officer reported how Bury VCFA proposes to develop and enhance its' services based on the changing needs of the VCSE sector in Bury, whilst maintaining the standards of the Local Infrastructure Quality Award and building organisational resilience to maintain services into the future.

Plans for 2024-25 include:

- achieving the Volunteer Centre Quality Award (VCQA), demonstrating Bury VCFA's commitment and quality of service across its volunteering offer in Bury;
- continued growth of Bury VCFA membership to increase the voice and influence of the VCSE sector in Bury;
- re-negotiation of our Service Level Agreement with Bury Council for delivery of local infrastructure services to the VCSE sector in the Borough;
- creation of a local memorandum of understanding between the VCSE sector and system partners aligned to the commitments of the GM Accord and Fair Funding Protocol;
- building a financially resilient and sustainable VCSE sector for Bury, that also demonstrates social value;
- transfer of the Beacon Social Prescribing Service to Bury GP Federation from 1st April 2024.

10. Final Remarks and Any Other Business

On behalf of the Trustees, the Interim Chair extended thanks to the organisation's funding bodies, particularly to Chris Woodhouse and Lynne Ridsdale (Bury Council); thanks were also extended to VCFA's Chief Officer and Team for their work throughout the year.

Finally, sincere thanks and appreciation were afforded to members and guests for attending the AGM and for their on-going, invaluable work across the borough of Bury.

Ends 6.30pm