

Minutes of 13th Annual General Meeting

Friday 13 September 2024 • Annexe Small Hall • 12.30pm

PRESENT

Trustees: Roger Millns (Chair); Gary Cliffe (Treasurer); Kathleen Fedouloff (Secretary); Sue Hodgkins (Asst Treasurer); John Tilling; Geof Clarke; Lorna Matthews; Chris Knibbs

Co-opted Committee member: Bill Higgs

Staff: Tracey Humphries; Jane Burke; Ann Mansell

Emma Clifford of Bradshaws Limited (ADCA Accountants)

Members: Ann Jones; Campbell Ward

Volunteers: Andrew Knight; Rose Consterdine; Alix Bryson; Phillip Baker; Karen Bradshaw; Gill Williams.

1. Introduction and welcome

Roger Millns (Chair) welcomed the Trustees, Staff, Volunteers and Members ADCA's 13th AGM, and welcomed Emma Clifford from Bradshaws Accountants.

2. Apologies

Debra Davies. Laura Stevenson. Julia Watson.

3. Minutes of 2023 AGM

Minutes of the 12th AGM on 22 September 2023 had been circulated in advance to Trustees.

The Minutes were **proposed** as a true copy by Sue Hodgkins, **seconded** by Lorna Matthews and **signed off** by Roger Millns.

4. Chair's Report

Copies of the full Chair's Report (**appended**) had been circulated in advance.

Roger Millns started by thanking all the staff and volunteers for all their hard work during the year.

He reported on the visit he made today to see Ralph Warburton (now in a care home), who contributed hugely to ADCA for over 10 years as a voluntary driver, and was a staunch friend and colleague to many in Audlem, including helping to raise £100,000 locally towards the cost of the Annexe.

Thanks were expressed to our major grant funders the National Lottery, Cheshire East Council, NHS North West, and Music for All. He also thanked the very generous local bodies who donate to us from their charitable fundraising programmes – Audlem Charity Shop, Audlem Bowling Club and the Santa Float. And finally he thanked Geof Clarke and everyone who helps with our own fundraising events (and tipped everyone about likely winners on forthcoming Race Night).

Drawing attention to an important principle of ADCA, which is that all of us can be vulnerable and need help at times, so it is important to look after each other, he thanked everyone for the support given to him personally over his own recent health issues.

Another principle is the importance of working together as a strong team – staff, volunteers, members, carers and Trustees – and he pointed out that some of us fall into nearly all those categories. It is this team work that enables ADCA to support around 100 members and over 40 carers, and provide support to an increasing number of people living with dementia.

Staff were each individually thanked for their hard work and contributions that often went ‘above and beyond’ in many areas. The significant contribution made by Peter Stone, who is now moving on from ADCA, was gratefully acknowledged. We wish him all the best.

Finally, Roger thanked Trustees Sue, Kathleen and Gary for their direct support to him as Executive Trustees in helping to make important decisions, along with the ongoing support of the other Trustees, Frances Mary, John, Geof, Chris and Lorna – all of whom are also active volunteers with ADCA, or, very importantly, on the Public Hall Committee.

The report was given in under 10 minutes.

The Chair’s Report was **proposed** by Gary Cliffe, **seconded** by Frances Mary Christie – and **unanimously** approved.

5. Report from Services

Roger Millns invited the staff and volunteers present to give brief reports.

TRACEY HUMPHRIES – (*Community Services Manager in the year under consideration*) read out reports from Debra Davies and Julia Watson on the Broomhall & Sound Monday Club and on the Audlem Tuesday Club.

The **B&S Monday Club** has gone from strength to strength since it stopped being a lunch club and became a coffee club. 15-20 members attend each week, with lots of activities, quizzes, etc and monthly outings for lunch. There are 3 regular volunteers. There is some crossover with members of the Tuesday Club.

The **Tuesday Club** – jointly run by Deb and Julia – is also very successful, with a varied programme of activities planned up to a year ahead. Interesting and/or entertaining talks are given by visitors, and also by members. Up to 14 members attend at a time. Some members come weekly, some every other week – decided according to needs assessment. 5 members live with dementia and also attend the Thursday Club.

All clubs depend heavily on their volunteers to function, and more volunteers are always welcome!

Offers to give talks would be welcome!

Tracey then reported on the Hankelow Wednesday Club, the Walking Netball, the Carers Support Group, and the Audlem Thursday Club.

The **Wednesday Club** has 18-20 members who come for a light lunch. 5 are living with dementia. They recently held an ‘Afternoon tea’ with music which was greatly appreciated.

Walking Netball runs every Wednesday evening. About 15 members attend – one of whom organises a social night.

The **Carers Support Group** now meets twice a month at the Shroppie Fly. More people now attend. Speakers visit to give advice and information. People often stay on after the meeting and have lunch. Carers breaks are organised – treats at home, and outings.

The **Thursday Club** is specifically for people living with dementia and their carers. Julia Watson organises appropriate activities, planned up to a year ahead, with an emphasis on musical and physical activities. A light lunch is offered. Carers have a break and a chat in a separate area. Laura Stevenson supports people at home who don’t come to the clubs.

CATERING was an issue following the retirement of Helen Dovey, and various interim measures were put in place. Tracey cooked for the Wednesday Club, and in January also took on cooking for the Tuesday Club. (*New arrangements are now in operation, with meals provided by the Wingate Centre.*)

ANN MANSELL (appointed to take charge of the **Audlem Friday Coffee Club** in November 2023) reported that attendance numbers fluctuate from 12-18 each week. The club is run as a drop-in, very relaxed, with quizzes, games and chat. Small friendship groups form, and some meet outside of the group. Local people drop in too. There is 1 regular volunteer, and 2 occasional. She really enjoys running it.

SUE HODGKINS (volunteer and Trustee) reported on the Medical Transport Service, which continues to be essential. She organises trips with the help of another volunteer. More volunteer drivers are needed, and are also needed for the Wheelybus Service.

6. Financial Report and Accounts

The Statement of Financial Activities, Balance Sheet, and Notes to the Accounts had been circulated to the Trustees in advance.

Emma Clifford from Bradshaws Accountants drew Trustees' attention to the following figures in the Statement of Financial Activities:

Income **rose** from £89,881 in 2023 to £90,775 (mostly due to National Lottery grant of over £56,000)

Donations **rose** from £6,355 in 2023 to £8,468 (increase of 33%)

Total income received: **£90,775**

Total expenditure: **£105,732**

Emma explained that there was good news on expenditure – a fall in unrestricted costs of 6% shows (in light of inflation) that excellent cost controls are in place. A further £21K was given to partners who have benefited from the shared Lottery grant and other local groups.

On the Balance Sheet, the position at the end of March 2024 was healthy, showing total **Charity reserves of £34,462** (Restricted and Unrestricted).

Overall, 2023-2024 was a good year for ADCA, receiving ongoing Lottery grant money, reducing ongoing costs, and continuing to support other local charities via the Lottery grant.

Roger Millns thanked Emma, and said that the Report & Accounts will now go to the Charity Commission.

The Report & Accounts were proposed by Gary Cliffe, and seconded by Andrew Knight.

The Report & Accounts were **accepted unanimously** and **signed off** by Roger Millns and Gary Cliffe.

7. Re-election of Trustees

Roger Millns expressed his thanks to all the Trustees for their work during the year.

Three Trustees were up for re-election:

Roger Millns – proposed by Chris Knibbs; seconded by Lorna Matthews.

Kathleen Fedouloff – proposed by Geof Clarke; seconded by Frances Mary Christie.

John Tilling – proposed by Roger Millns; seconded by Kathleen Fedouloff

One new Trustee had been proposed:

William Higgs – proposed by Kathleen Fedouloff; seconded by Sue Hodgkins

All Trustee re-elections were **accepted unanimously**.

8. AOB

Audlem Bus Service Withdrawal

Chris Knibbs raised the issue of the sudden loss of bus services covering Audlem and Nantwich and asked what more can be done to support isolated people who may now be even more isolated.

A general discussion ensued, and it was **AGREED** that the Chair of ADCA be authorised to write on ADCA's behalf to our local Cheshire East Councillor, to our MP and to the Leader and CEO of Cheshire East Council expressing our strong concerns on this matter with a demand for early action. Waiting until April 2025 to consider reinstating the local bus service is simply not acceptable. ADCA requests that interim arrangements be put in place as soon as possible.

9. Close of AGM

Kathleen Fedouloff reminded Trustees that the next Committee meeting will take place on **Friday 4 October 2024**.

The meeting was declared closed at 13.27

Kathleen Fedouloff - Secretary

ADCA Chair's Annual Report 2023/24

REFLECTIONS ON THE LAST YEAR [Year ended 31 March 2024]

It was another busy year for ADCA with a variety of new activities in our clubs, including more musical performances with some dancing and lots of singing. We all know the words of the 'mid-century' hits - but not necessarily in the right order. We welcomed new members, carers and staff to our ADCA Team.

We continue to depend very much on our many partnerships with other local organisations, including Overwater Wheelyboat Services and their Wheelybus, Broad Lane Coffee Club, Wingate Centre and the Nantwich Thursday Club. Our partnership with Audlem Medical Practice and their Social Prescriber is crucial to our work including referring new people. Our landlords at Audlem Public Hall, Hankelow Methodist Church and Broomhall and Sound Methodist Church continue to provide us with warm, safe and cost-effective accommodation.

We are also blessed to continue receiving financial support from the National Lottery, Cheshire East Council, and Cheshire and Merseyside Integrated Care Board of the NHS, on top of many local donations – including from Audlem Charity Shop, Audlem Bowling Club and many individuals – towards our charitable work. Our fundraising team also brings in much needed revenue through our annual Craft Fair, Race Night, Prize Draws and stalls at various local events.

We rely as heavily as ever on our loyal and hardworking group of volunteers both in our clubs and with voluntary driving. We simply couldn't operate without them all.

ADCA very much operates as a team in which we all support each other in making sure all operations function well. Our members and carers are also involved in supporting us all with their humour, energy and longevity. We have celebrated more 90th birthdays during the year – which just goes to show that being a part of ADCA makes you live longer!

Our hard working staff team are at the heart of what we do. Their dedication, good sense, organisational skills and cooking flair are invaluable.

The ADCA Committee continues to look to the future in order to ensure our financial sustainability. It is a constant challenge to find new sources of funding and to recruit more volunteers and trustees.

ACHIEVEMENTS AND PERFORMANCE

A particular achievement is the development of our support for people living with dementia, and their carers, – including carer's breaks and trips to the seaside. A stronger emphasis on bringing in 'the power of music' to the Thursday Club and the Tuesday Club has had a marked effect on members' and carers' physical and mental wellbeing. This will be an increasing element of our work into the future.

During the year we have consolidated our new database – a valuable tool in helping us manage the service as well as providing statistics for our regular monitoring returns to our funders.

Our Medical Transport, Chiropody and Prescription Services remain an important part of how ADCA helps keep people healthy. These services are sustained by our Trustee and Volunteer leads and our team of voluntary drivers. Not forgetting the success of our Walking Netball club in the Town Hall which has brought women and men of all ages, including carers, to join in!

Our fundraising team does sterling work in more ways than one and is a crucial part of what we need to be doing while also raising ADCA's profile in the local community.

ADCA continues to welcome new members, carers and volunteers, and we always need more, although we now have a small waiting list for some of our clubs. ADCA staff and volunteers provide increasing levels of individual support to our members and carers, including home visits, helping to support people through difficult periods in their lives.

FUTURE DIRECTION AND PLANS

The main challenge for ADCA is ensuring future financial sustainability as we are now a relatively large rural charity, with a turnover of approximately £90,000, seven staff, nine trustees, over 100 members and over 40 carers.

A key aim is to seek a further three or five year Reaching Communities Grant from the National Lottery when our current grant runs out in October 2025. We also need to continue to be able to attract further grant funding from Cheshire East Council and the NHS, particularly for our dementia services. As Chair, I am the lead for obtaining grants but I rely on other trustees for help and support in this effort. The support of a professional 'bid writer' will continue to be essential.

Our current clubs and services are very much operating at full capacity and the ADCA Committee are clear that we cannot further expand our services as we have neither the physical space nor the capacity (including at Committee level) to do this. That does not mean that we will exclude other opportunities to provide better services within Audlem & District, but we mustn't put too much stress on our hard-working trustees.

Sustainability of our current offering has to be our priority, and doing things better and more productively wherever possible. This includes seeking and recruiting new trustees who might take on some or all of the many tasks the current committee members undertake.

Finally, all of us in ADCA must continue to work together as a strong team, and to support to each other. Our core values statement remains as true today as when we adopted it over ten years ago:

'We believe that all of us can be vulnerable at times, and we aim to protect and safeguard each other by working together with mutual respect and kindness.'