



THE BRIGITTE TRUST

Minutes of the Annual General Meeting held on Thursday 12th November 2020 held online via Zoom conference

Members Present: 11

Proxy Votes: 5

Guests: 21

Minutes: Peter Lagerberg

1. Apologies

Apologies were received from 6 members.

2. Welcome & Introduction

Jan Way, Chair of the Trustees, welcomed everyone to the AGM and thanked everyone for attending. Jan noted that the meeting had to be done online this year because of the global pandemic and the government imposed restrictions.

Jan introduced herself and noted that she had taken over the chair just earlier this year. Jan noted that her background was in hospital social work, and after that in the area of adoption.

Jan introduced the Trustees and the members of the staff on the call, and noted that there had been a few apologies – in particular from Michael More-Molyneux (President) who had wanted to come but had an important engagement come up which he could not miss.

3. The Treasurer's Report – David Farmery

The Treasurer presented a financial summary for the year ending 31st March 2019, copies of which had been made available to members on request.

David said that it was a pleasure to present numbers that tell a good story for the Trust and noted the following points:

- The period covered just the beginning of the pandemic, but next years results will be fully impacted by Covid.
- There is a good surplus at the end of the period which is a result of improved income and reducing expenses.
- The Trust has become more cost effective since 2017.

- In terms of income there is a good spread between the different sources – including the CCG grant, other grants, donations and other fundraising activity,
- Grants have become a significant contributor to income, and this has been the best performance in the history of the Trust.
- Donations have improved in the year.
- There was one significant legacy received.
- Fundraising was slightly lower than previous years.
- Costs have been reduced to make the organisation leaner.
- At the end of the period there were reserves of £228k, which is well above the reserve figure set by the Trustees of 6 months income.

David concluded that the year had been a fantastic one for the Trust financially.

Jan confirmed that David had come to the end of his term as a Trustee, but she had persuaded him (and he has agreed) to stay on as a Trustee and Treasurer.

4. Approval of the minutes of the Last AGM

The adoption of the minutes of the last meeting held on 12th November 2019 was approved unanimously.

5. To receive and adopt the Financial Statements for the year ended 31st March 2019

This motion was approved unanimously. It was therefore resolved to receive and adopt the Financial Statements for the year ended 31st March 2020.

6. To appoint Ellis Atkins as the independent auditors to the Trust and to authorise the Trustees to fix the remuneration of the Auditors.

This motion was approved unanimously. It was therefore resolved to to receive and adopt that the meeting appoints Ellis Atkins as the independent auditors to the Trust and that the trustees be authorised to fix the remuneration of the Auditors.

7. Election of Trustees

The motion to elect Mary Guypinkey was approved unanimously.

8. Chair's Report – Jan Way

Jan gave her report as chair and noted the following:

- She reminded the meeting that she was talking about the year to March 20, and that Peter Crossley was the chair at that time. Jan noted that Peter had been a Trustee for about 6 years and had made a big contribution, seeing the Trust through a very financially difficult period.
- Jan also noted that Lucy had joined during the period, and that she has already expanded the reach of the Trust. Katie has also been recently appointed to work on grants and as was mentioned by David there have been some great successes in this area – for example the Tesco grant of £25k.
- Jan also noted that there have been a range of fundraising activities during the period, and she thanked the staff for their efforts.
- Jan also noted that the Trust was able to get some pro-bono work done on re-branding from an agency with the help of one of the Trustees at the time (Emma Thorp), and some of the outputs of this will be shared later.
- Jan also noted that the Trustees and staff had had a strategy day during the period to discuss current issues.
- Jan noted that lockdown had had a huge effect on the model of the Trust, but within a matter of days the staff had responded and devised a new model supporting a broader range of clients who were having difficulties with the lockdown state. This flexibility had been hugely important for the grant raising activity.

Jan finished by thanking the staff and volunteers for their work during the year, and expressed the hope that next years meeting would be a face to face meeting where she could thank people in person.

4. Charity Manager's Report – Lucy Beach

Lucy noted that she has been with BT for 18 months, and she thanked the staff for their work in that time and noted how well they had pulled together. Lucy also thanked the volunteers for their work, and the Trustees.

Lucy noted the following points:

- There has been an improvement in a number of performance statistics – for example more clients supported, more visits, and more hours of support provided. And there is now a more even split in activity across the county.
- There have been a number of new services provided such as: the neurological support group, pets as therapy, and the East Surrey Hospital project.

- The training course has been reviewed to make it more efficient.
- There has been greater use of online functionality to improve efficiency.
- The social media presence of the Trust has been enhanced.
- The Trust has responded very effectively to the Covid pandemic by providing a different service. This has been recognised by the council who are now referring more people to the Trust.
- 2645 phone calls have been made since the move to a remote service
- 11 light touch training sessions have been held to train new volunteers.
- The volunteer support groups have been maintained through Zoom.
- Some fundraising activities have been held, notwithstanding Covid.
- The grant activity continues to be successful.

Jan and Lucy went on to share some of the work that has been done on the rebranding, which will be launched shortly. The aim is to make the website more modern and vibrant, whilst increasing functionality for staff, volunteers and potential new clients.

Lesley noted that the founder would be proud of all that has been achieved in the year.

5. Closing Remarks

The Chair closed the meeting by thanking guests, supporters, members and staff for their attendance and for their ongoing support of the Trust.

The meeting closed at 6.45 pm.