

THE BRIGITTE TRUST

Minutes of the Annual General Meeting held on Wednesday 23rd November 2023 at 6.45pm held at the Dorking Rugby Club

Members Present: Jan Way, Peter Lagerberg, Anne Sutton, David Farmery, Mary Guypinkney, Lucy Beach, Sarah Pattenden, Mandy East, Tanya Stafford, Penelope Arnold, Liz Dolman, Sue Crawforth, Wendy Richards, Vanessa Smith, Susan Waddell, Pam Chiverton, Roger Davis, Marion Lynda Johnston, Deirdre Lay, Nicky Murrill, Ann Pernet, Ruth Barea.

Proxy Votes: None

Minutes: Peter Lagerberg

1. Apologies

Apologies were received from: Michael More-Molyneaux, Nicholas Owen, Dee Selwood, Helen White, Jenny Wood, Sue Bentley, Veronica Webb, Jo Marshall, Richard Mogridge, Brian Murdoch, Ros Steel, Jane Nind, Sean Sullivan, Malcolm Stuart, Katie Heyward, Claire Foard, Chris Axton

2. Welcome & Introduction

Jan Welcomed everyone to the meeting and noted that there was a quorum so the meeting could proceed. Jan introduced herself and the other trustees. It was noted that a number of apologies had been received and these would be recorded. Jan also noted that the accounts for the year had been issued and posted on the website, but in general terms the Trust was in good financial condition.

3. The Treasurer's Report – David Farmery

David introduced the Treasurer report and noted that both 2020 and 2021 had been strong years for the Trust with grant funding going particularly well. As a result, the Trust had finished at the end of 2021 with high reserve levels. This had meant that subsequently the Trust had found it more difficult to be successful when applying for grants, and therefore because of that the Trust had made losses in each of the last 2 years but these losses were acceptable, and David noted that the Trust still had 12 months' worth of reserves which is a good amount. It was also noted that for the first six months of this year the Trust is in surplus, and the team have continued to have success with some grant applications notwithstanding the high reserves

figure. David also noted that the move to Stonegate premises, which they are providing rent-free is saving the Trust 17k each year whilst also providing a better working environment than the previous premises. It is envisaged that this arrangement will continue for the foreseeable future, although it is possible that the Trust may move to another floor or even an alternative site in Dorking.

4. Chairs Report and annual review

Jan reviewed the year and noted that at the start of the year under the review the pandemic was over and the Trust had returned to its model of visiting clients. During the year the Trust had maintained its level of about 100 volunteers, and Mandy and Sarah had continued to support the volunteers and Claire had helped with some of the client assessments. Jan noted that the Trust had introduced a new bereavement support service which was proving to be very popular, and attendees are finding it very helpful. The Trust also has a coffin club course and a death café and has run a death fair. There is also a neurological support group which meets regularly online.

Jan noted that the Trust continues to be supported by a Surrey Heartlands grant, and Katie Heyward supports the Trust by making grant applications which continues to be an important source of funds. Lucy works hard to maintain and build professional links. Jan also noted the importance of other fundraising activities under Tanya's leadership and thanked all those involved in supporting these. Jan also thanked the various back-office staff, especially Ingrid, Pam and Liz for their hard work during the year.

For the year ahead the Trust is working on launching a wellbeing service, and there will be increased focus on digital promotion. Jan also noted that next year is the 40th anniversary of the Trust and therefore there are various plans to mark this including: banners in Dorking, an evening with Kathryn Mannix, a jazz in the garden event, and a £40 for 40 years campaign.

Jan thanked everyone for their support.

5. Approval of the minutes of the Last AGM

The motion to adopt the minutes of the last meeting held on 23rd November 2022 was approved unanimously.

6. To receive and adopt the Financial Statements for the year ended 31st March 2023

This motion was approved unanimously. It was therefore resolved to receive and adopt the Financial Statements for the year ended 31st March 2023.

7. 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 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.

8. Election of Trustee

The motion to re-elect Mary Guypinkney to the Board of Trustees was approved unanimously.

9. Closing Remarks

The Chair closed the meeting by thanking guests, supporters, trustees, members and staff for their attendance and for their ongoing support of the Trust. There followed a long service awards ceremony for volunteers hosted by Mandy.

The meeting closed at 7.20pm.