

Minutes of Sutton Mencap Charity Company

24th Annual General Meeting held 6th November 2024

Attendance: 11 members, plus staff members, other supporters and Kevin Fisher, auditor.

Apologies: received Clare Fionda (Vice Chair) and Edwina Morris (Trustee) and 9 other members.

1. Welcome and Introductions

Mavis Peart opened the meeting.

2. Apologies for absence

Apologies for absence were noted

3. Minutes of AGM of 31st October 2023

The minutes of the previous AGM were **agreed** without amendments. Proposed by Simon Vines, seconded by Sue Stone.

4. To receive and adopt the 2023/2024 Annual Report and Financial Statements

Mavis Peart, Chair of Trustees at Sutton Mencap, explained that the full annual report and financial statements were available on Sutton Mencap's website. Mavis referred the meeting to the easy read version of the report which was circulated at the meeting.

Mavis explained how Sutton Mencap is run and how decisions are made and referred the meeting to the three broad aims of the 2019-2024 strategic plan, which are Service Delivery, Community Development and Service Support. Mavis asked David Hobday, CEO to give an overview of progress towards delivering these aims,

David explained that attendance on services had increased significantly during the year, which ensured more people were able to benefit and helped secure the financial stability of the organisation. David also asked members to note the work done in relation to quality assurance, which had highlighted how much people value the services provided by Sutton Mencap.

David gave an update on the tendering process for children's services, which had begun in March 2024. Members noted that the tender had been unsuccessful, largely as a result of the local authority seeking to change the model of service delivery. As the tender process had been unable to identify an alternative provider, it had been agreed with the council that Sutton Mencap should continue to provide services for the time being. Sutton Mencap's board remains committed to delivering high quality services and will work with the council to identify how services will be provided in the longer term.

Dave also asked members to note the work carried out by the Digital Paths to Inclusion project, which had focussed on using digital technology to provide people with a stronger voice in the local community. Sutton Mencap received an extension of funding from the City Bridge Trust, which meant the project had been able to run

for five years. The trustees expressed their gratitude to the City Bridge Trust, which has supported Sutton Mencap with different grants over many years.

Dave also advised members that a new lease had been secured for the premises at 8 Stanley Park Road. This will ensure services can remain at the building for many years to come.

Mavis asked Paul Solomon, Treasurer, to present the accounts. Paul also referred to the easy read annual report. This showed how income for the year exceeded spending by just over £116,000, £100,000 of which related to a capital grant from the council towards a new building at 8 Stanley Park Road. Paul noted that the organisation's financial position was were very strong and that the performance in the first 6 months of 2024/25 was also very positive.

Mavis asked members to adopt the annual report and financial statements. This was proposed by Sue Stone and seconded by Pam Gray. Members **agreed** to adopt the annual report.

5. Appointment of Independent Examiner

Paul asked members to agree to the appointment of Kevin Fisher from Kingston Burrowes, noting that, as a result of the likely income for the year, this was likely to be as auditor rather than independent examiner. This was proposed by Simon Vines, seconded by Paul Solomon. Members **agreed** to the appointment of Kevin Fisher.

6. Authorising Trustees to set remuneration of Independent Examiner/ Auditor

It was **agreed** that the board should be authorised to set remuneration of Independent Examiner/ Auditor. This was proposed by Michael Marchant and seconded by Sue Stone.

7. Nomination of Trustees

Mavis reported that no new nominations to the trustee board had been received. Members **agreed** to approve the re-election of trustees, proposed by Sue Stone and seconded by Liz Rogers, Trustees were confirmed as follows:

Titilayo Dairo
Clare Fionda
Dennis Henstock
Michele Humphreys
Edwina Morris
Mavis Peart OBE
Michelle Perrett
Paul Solomon
Simon Vines

Mavis reminded members that if they were interested in joining the board, they should speak to her or David.

Other business

There were no other items of business.

Mavis closed the formal part of the meeting by thanking her fellow trustees and the staff team for their hard work and dedication during the year. On behalf of the trustee board and staff team, David asked members to thank Mavis for providing such strong leadership for the organisation.

With the business of the meeting closed, members received a series of films and presentations on the theme of Out and About with Sutton Mencap.