



Loddon Valley Day Care Centre

The Ambrose Allen Centre, Franklin Avenue, Tadley RG26 4ET
Telephone: 07501 406573

MINUTES OF THE ANNUAL GENERAL MEETING **Thursday 30th January 2020** **Held at the Ambrose Allen Centre, Tadley**

Present: Warwick Lovegrove, Chairman
Jo Page, Vice-Chairman
Neil Merricks, Treasurer
Sarah Huddart, Secretary (Staff)
Beverley White, Centre Manager
Teresa Leahy, Staff
Martin Slatford, Baughurst Parish Council
Steve Davey, Loddon Valley Lions
Gill Metcalfe, Volunteer

1. Chairman's Open Remarks

Warwick Lovegrove, Chairman, opened the meeting and welcomed everyone to the AGM.

2. Apologies

Barry Germain (Loddon Valley Lions)

3. AGM Annual Report and Minutes 2nd August 2018

The Annual Report and Minutes for the last AGM were agreed as a true record and signed and dated by the Chairman.

4. Matters Arising from Previous Annual Report

No actions and no matters arising.

5. Review of the Year 2018-2019

Clients

Average attendance number 7 per day.

The number of clients has fluctuated due to illness and moving into permanent care and sadly a few who have died.

Current figures look set to rise as a result of more promotion of the Day Centre this year.

Staff

Three staff members: Beverley White (Manager), Sarah Huddart, Teresa Leahy

Volunteers

12 volunteers who do a variety of hours: 1 morning per week, 1 afternoon per week, 1 full day per week, 2 days per week.

We are looking to recruit more volunteer drivers to cover the morning pick-ups and afternoon home transport.

Finances

Income £38,105.66

Expenditure £39,797.86

Deficit £1,692.20

Donations

£2001 received this year. Our thanks to: Loddon Valley Lions, Tadley Town Council, Turbary Allotments, Ambrose Allen Charity, Helping Hands Tadley, New Inn Tadley, family and friends of Loddon Valley Day Care Centre.

Fund Raising

£2066 raised this year.

Events included: Treacle Fair, Sponsored aero flight (Teresa Leahy); Tadley Lights-On; Christmas Party raffle; New Inn Quiz Night.

General Activities

We have been able to add to our store of activities with new throwing games and Musical Bingos (very popular with all).

We celebrated other annual events include Pancake Day, Remembrance Day, Easter and Christmas/New Year.

Name Change and Incorporation

The organisation will be changing name to Tadley Elderly Day Care as from 1st April 2019. This will be followed by submission to the Charity Commission as an incorporated charity. It is proposed that once this has been completed the current charity, Loddon Valley Day Care Centre, will discontinue as the name of the charity.

6. Election of Officers

For the purpose of the election of the Chairman, Warwick Lovegrove stood down and Jo Page chaired the meeting.

Chairman - Warwick Lovegrove was proposed as Chairman by Jo Page and seconded by Beverley White. There were no other nominations for the position. Unanimously elected.

Warwick Lovegrove, as the newly elected Chairman, resumed as chairman of the meeting.

Vice-Chairman – Jo Page was proposed by Warwick Lovegrove. Seconded by Martin Slatford. There were no other nominations for the position. Unanimously elected.

Treasurer – Neil Merricks was proposed by Martin Slatford. Seconded by Steve Davey. There were no other nominations. Unanimously elected.

Secretary – Sarah Huddart was proposed as Secretary by Jo Page. Seconded by Martin Slatford. As Sarah is a paid staff member it was agreed that if there was any conflict of interest, i.e. employment issues, etc. then Jo Page would stand in as Secretary. All agreed and Sarah Huddart unanimously elected.

7. Management Committee – Committee Member and Representatives

In addition to the Officers the following people were elected to the Management Committee:

- Beverley White, Day Centre Manager
- Teresa Leahy, Day Centre Staff
- Martin Slatford, Baughurst Parish Council
- Barry Germain, Loddon Valley Lions

- Steve Davey, Loddon Valley Lions
- Gill Metcalf, Volunteer

It was confirmed that staff have full voting rights except where there is a pecuniary interest and items on the agenda that concern staff or employment matters.

Quorate is five members of the Management Committee.

8. Any Other Business
None

The Annual General Meeting closed at 16:00

The AGM was followed by a short Management Committee meeting.

LODDON VALLEY DAY CARE CENTRE (RESPITE)

Income & Expenditure account 12 months ending March 2019

<u>INCOME</u>		<u>2018</u>	<u>2019</u>
Fees		£31,689.80	£32,928.00
Fundraising		£3,015.00	£900.00
Grants/Donations		£5,382.08	£4,067.75
Misc Credits		£1,159.37	£209.91
Interest			£40.58
		<u>£41,246.25</u>	<u>£38,146.24</u>
<u>EXPENDITURE</u>			
Salaries		£27,369.11	£26,667.14
Rent		£8,220.00	£8,140.00
Insurance		£344.03	£347.98
Catering/Supplies		£3,112.67	£3,265.84
Transport		£60.75	£0.00
Telephone		£174.24	£182.37
Entertainment		£57.37	£14.02
Post/Stationery		£151.55	£98.49
Training		£10.00	£0.00
Fundraising		£10.00	£25.47
Equipment		£0.00	£613.74
Miscellaneous		£383.37	£442.81
		<u>£39,893.09</u>	<u>£39,797.86</u>
<u>INCOME/EXPENDITURE</u>		<u>£1,353.16</u>	<u>-£1,651.62</u>
OPENING BALANCES:	CURRENT	£5,886.47	£7,201.15
	RESERVE	£20,142.36	£20,180.84
	CASH	£0.00	£0.00
		<u>£26,028.83</u>	<u>£27,381.99</u>
CLOSING BALANCES:	CURRENT	£7,201.15	£5,508.95
	RESERVE	£20,180.84	£20,221.42
	CASH	£0.00	£0.00
		<u>£27,381.99</u>	<u>£25,730.37</u>
		<u>£1,353.16</u>	<u>-£1,651.62</u>

TREASURER N Deller-Merricks
DATE

signed copy retained by Treasurer

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