

MINUTES OF THE ANNUAL GENERAL MEETING OF DEVIZES OPENDOORS
held on 1st February 2023
at the Southbroom Centre

1. WELCOME

On behalf of the Chair Karin Cardiff, who had recently been elected Chair at a Trustees Meeting, Noel Woolrych welcomed all those attending this AGM. A minute's silence was held to mark the recent death of a long-standing Guest/Volunteer.

2. ATTENDANCE & APOLOGIES

Attendance by Members

Angie Carpenter	also Staff
Dave Buxton	
Dave Evans	
Diana Clarkson	
Iain Wallis	also a Trustee
Janet Tanner	
Jillian Fennell	
Jodi Postlethwaite	also Staff
John Saunders	also a Trustee
Jonathan Hunter	also a Trustee
Lawrie Smithson	
Liz Evans	also a Trustee
Noel Woolrych	also a Trustee
Pat Taylor	
Peter Taylor	
Rachael Ross	also a Trustee
Rachel Bull	
Richard Oliver	also a Trustee
Sue Johns	
Sue Buxton	also a Trustee

Apologies Received

Catherine Dawson	
Dora Kan	
Janis Packham	
Jen Warren	
Karin Cardiff	also a Trustee
Nicky Wragg	
Pippa Gold	
Zan Taverner	

3. MINUTES OF LAST AGM

The minutes of the AGM of 18th January 2022 were proposed by Liz Evans, seconded by Jonathan Hunter and approved by the members.

4. ANNUAL REPORT

John Saunders highlighted aspects of the Report, which had been circulated and remained available on the website, with a PowerPoint presentation. It covered the period November 1st 2021 to 31st October 2022.

4.1 Introduction

He commented that the Centre was now staffed 9.30 to 1.30 on all weekdays and that there were four sessions per week led by shift leaders.

4.2 Guests

Three Guests were sleeping rough and ten were sofa surfing in December 2022. John Saunders explained the Levels 1-3 (Level 1 – Basic, Level 2 -receiving support to advance and Level 3 – still embryonic – receiving befriending support.

4.3 Volunteers

There had been sixty volunteers during the year.

4.4 Staff

He highlighted the work of Jodi Postlethwaite, our Co-ordinator and Angie Carpenter, Deputy Coordinator as well as that of Becky Young, Centre Administrator.

4.5 Premises

John commented on the ongoing work on the premises, much by volunteers.

4.6 Financial and Data Support

Finally, John noted the work put in by the Data in-putters and by the Fundraising Group, which had been very active and successful in the past year.

4.7 Agencies and Case Studies

Angie Carpenter then gave an overview of work done with The Agencies and focused on the Level 2 work.

4.8 Trustees

Noel Woolrych made mention of the significant amount of work put in by other Trustees and thanked all stakeholders for their support. Noel noted the huge contribution made over the years since the very beginning of the work of Devizes Opendoors by John Saunders and the thousands of hours John had already contributed. Whereas John was stepping down as a Trustee, his work as a volunteer would continue and the Trustees were enormously grateful to him.

The annual Trustees Report was proposed by Jonathan Hunter and seconded by Liz Evans. It was unanimously approved.

5. ANNUAL ACCOUNTS

Richard Oliver, Trustee and Treasurer, highlighted some details from the accounts for year ending Oct 31st 2022. The account had been circulated to all Members and had been posted on the website. The annual surplus for the year was approximately £9,400 compared with £7,700 the previous year.

Approval of the accounts was proposed by Rachael Ross and seconded by Liz Evans and they were unanimously approved.

The approval of J.S.Weeks for reappointment as auditors was proposed by Liz Evans and seconded by Jonathan Hunter and unanimously approved.

6. TRUSTEE ELECTIONS

Three trustees had stood down; John Saunders, Liz Evans and Sue Buxton. Liz Evans and Sue Buxton offered themselves for re-election and as no other nominations had been received, they were duly elected. Noel Woolrych explained that nominations need to have been received before the meeting in sufficient time to enable the Trustees to undertake due diligence. Keith Brindle asked whether there were therefore vacancies on the Board and Noel Woolrych clarified that there were such vacancies and that Trustees could co-opt; and kept in mind a gap analysis to assess what skill deficits there might be on the Board at any time so that potential new Trustees could be approached.

The proposal was that Liz Evans and Sue Buxton be re-elected. Noel Woolrych proposed and Jonathan Hunter seconded. It was unanimously approved.

The formal part of the meeting was then closed, at 7.35 pm.

7. SUGGESTIONS FOR TRUSTEES TO CONSIDER

Noel asked for any suggestions for Trustees, which would then be discussed at the next Trustee meeting. There being none the meeting closed at 7.40pm.

Richard S Oliver
5.02.22