

# **TEDDINGTON & HAMPTON WICK VOLUNTARY CARE GROUP**

## **Minutes of the 44<sup>th</sup> Annual General Meeting**

2:00 p.m. Saturday, 12<sup>h</sup> October 2019 at Teddington Methodist Church

### **1. Welcome**

In Mary Tavendale's absence, Linda Jephson (LJ) opened the meeting by welcoming and thanking all attendees with a specific thanks to Councillor Robin Brown. On behalf of MT, LJ thanked Hilary Russell, Jules Palmer and Sara Olliff for their ongoing efficient running of the office.

### **2. Apologies for Absence**

15 clients and volunteers were in attendance with received apologies from: Miriam Andrews, Sir Vince Cable, Joan Downer, Michael Hancock, Geraldine Locke, Donald and Sandra McIntosh, Jules Palmer, Hilary Russell and Mary Tavendale.

### **3. Approval of Minutes of the 43<sup>rd</sup> Annual General Meeting**

Proposed – LJ and seconded by David Merkel

The Minutes were unanimously accepted.

### **4. Matters arising from Minutes**

There were no matters arising.

### **5. Co-ordinator's Report – Sara Olliff (SO)**

SO read her report stating that volunteer numbers are up from 57 in 2018 to 69 in 2019 and client numbers are also up from 197 to 216.

All volunteers are now DBS checked. This is not a legal requirement but something the Group feels is important to help safeguard our clients.

Voluntary Care is currently fulfilling approximately 20+ requests per week and have run 12 outings since the last AGM. 211 clients have attended these outings. An increasing number of clients are needing shopping.

In addition to the Thursday and Friday shopping bus, there is now a monthly shopping bus to the large Sainsbury's at St Clares in Hampton. This is popular and does not take away from the existing buses. There is a continued need for new mini bus drivers.

SO listed the outings to the end of the year. Sally Howland (SH) informed the meeting that she has a box of items that can be sold at the next coffee morning in addition to the usual DVDs and books.

### **6. Treasurer's Report – Sally Howland (SH)**

SH referenced her circulated report. There were some important points to pull out of the report:

- The substantial legacy left to the Group in August 2019 leaves the Group in a very healthy financial position.
- Everything else has stayed in line with last year.
- The Gift Aid is down as last year the claim covered previous years.
- There is an increase in DBS checks and bus driver training.
- £50,000 has been invested in a three-year Investec deposit plan which is a good, safe product.
- £18,000 has been transferred to Cater Allen.

Bob Barrs-James proposed a vote of thanks to the Treasurer for her report and help throughout the year.

The Treasurer's Report was passed and unanimously accepted.  
Proposed – David Merkel and seconded by Sarah Christie.

## **7. Election of Managing Trustees**

### **Trustees standing down:**

- Chris Harle  
LJ thanked Chris Harle for all his work on the Committee. Despite stepping down, Chris has agreed to continue to act for the Group in an advisory role.

### **Trustees re-standing and unanimously voted for:**

- Miriam Andrews
- Joan Downer
- Elizabeth Foster
- Michaël Hancock
- Sally Howland
- Linda Jephson
- Graham Shortell
- Mary Tavendale

### **New Trustees – unanimously voted in:**

- Donald McIntosh – proposed by Mary Tavendale, seconded by Sally Howland
- Sandra McIntosh – proposed by Mary Tavendale, seconded by Geoff Howland

### **Election of Officers unanimously voted for:**

- Chairman – Mary Tavendale
- Treasurer – Sally Howland
- Secretary – Linda Jephson

The ten Committee members for 2019/2020 are as follows:

Mary Tavendale, Sally Howland, Linda Jephson, Miriam Andrews, Joan Downer, Elizabeth Foster, Michaël Hancock, Donald McIntosh, Sandra McIntosh and Graham Shortell.

## **8. Any Other Business**

LJ raised the need for minibus drivers and Geoff Howland requested an update on the situation:

- LJ responded that there is a poster in Tesco's and there is a plea on the Group's website.
- Sandra Gentle does drive a mini bus but could only drive on weekends due to work commitments.
- Councillor Robin Brown suggested the Group had put something on the Council website.
- SH suggested the Group approach Age UK now they have responsibility for dealing with the mileage claims across the borough.

Graham Shortell asked LJ how The Full of Life Fair went. It went very well but SO reported that we have yet to hear from any new clients or volunteers.