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 Registered Charity No. 1100722

Minutes of Autism Bedfordshire's 28th Annual General Meeting (AGM)
 Wednesday 16th October 2019 @ 7.00 to 9.00 pm
 Rufus Centre, Flitwick

MEETING CALLED BY:

Board of Trustees: Lainey Montgomery (Chair), Peter Scott (Secretary), Philip Delafield, Pat Guy and Pamela Wrest.

AGENDA ITEM	CONTENT NOTES
1. Welcome and Apologies	Lainey Montgomery, on behalf of the Trustees, welcomed all the attendees to Autism Bedfordshire's AGM. The attendees included AB members, non-members, practitioners and Laurie Morgen who was our guest speaker for the evening. Lainey advised that the full Annual Report for the 2018/2019 Financial Year and minutes of last year's AGM had been emailed to the membership and were available for everyone to read. Lainey confirmed that we had a quorum of Trustees to formally hold the AGM.
2. Elections	Lainey advised that we were delighted to invite Pat Guy to join the Board of Trustees. Peter Scott proposed that Pat be formally appointed as a Trustee, Philip Delafield seconded the proposal and the appointment was agreed unanimously.
3. Minutes of Last Meeting	Minutes from the last AGM held on 17 th October 2018 were proposed by Cathi Grover and seconded by Mandy Higgs and unanimously agreed by the meeting.
4. Matters Arising	There were no matters arising.
5. Review of the year April 2018 to March 2019 - Lainey Montgomery (Chair)	Lainey gave a review of the year 2018/2019: It has been another successful year for AB, full of opportunities and challenges with the charity, seeing: <ul style="list-style-type: none"> • More children, young people and adults with autism being supported • More adults gaining employment and more maintaining their employment • More individuals trained and more parents/carers supported than ever before Highlights: - Children's Services: Thanks to the dedicated and driven Liz McTernan, who leads our Children's Services: <ul style="list-style-type: none"> • Managed to secure the funding needed to maintain our offer to children and young people, despite the year starting with uncertainty over local authority funding. • Held First Steps training - new sessions for parents and carers of children who are newly diagnosed, or going through the diagnostic process.

	<ul style="list-style-type: none"> - Adult Services: Thanks to the tenacious and passionate Chris Stelling, who leads our Adult Services: <ul style="list-style-type: none"> • Successfully progressed our plans to open a supported living service in Bedford. • Started a fortnightly walking group in Biggleswade in an effort to reach out to more members in rural parts of Bedfordshire • Hosted an event for employers working with autistic adults giving them information, advice and guidance on how best to support their employees - Charity Shop: Following the success of our first shop in Dunstable, we were delighted to open our second charity shop in Bedford in September 2018. We owe thanks to Pamela Collins, our Retail Area Manager and all staff who work tirelessly to maintain our beautiful shops, rich in quality donations. - Fundraising: It was a very successful year in terms of grant funding, with incredible support from many funders, past and new, with the total grant income exceeding last year's. Our corporate income stream has continued to grow with donations and charity of the year partnerships with a huge variety of businesses. Thanks to our fantastic fundraising team and all our fabulous supporters – our three local authorities, independent grant-making trusts and especially every individual who has fundraised for or made a donation to us. <p>Finally, I would like to thank:</p> <ul style="list-style-type: none"> - Our Team: <ul style="list-style-type: none"> ○ Talented and dedicated staff and volunteers ○ Motivated and committed Office team ○ My fellow Trustees volunteering over 120 hours annually each. Your hard work makes our services as special as they are. - Our Partners: Across the Voluntary and Public Sector. Working with you helps us to provide the best choices and quality we can. - Our members: This is your charity – we exist for you and your support means everything to us. Your feedback helps us improve and such wonderful stories of your experiences with us, help us to secure the funding to continue and grow.
<p>6. Annual Report and Annual Accounts 2018/2019 - Peter Scott (Secretary) on behalf of Jeff Bulled (Finance Director)</p>	<p>Lainey introduced Peter Scott, Secretary who then delivered the Finance Report on behalf of Jeff Bulled, Finance Director:</p> <p>First of all I would like to say a HUGE thanks to Sharon Sturge and Debbie Haddow (who has recently left and now we have Gina Ashley).</p> <p>Looking at the headline performance in round numbers:</p> <p>We have continued our rapid growth, increasing our turnover by 20%. The activity (expenditure) growth this year has mostly come from retail (shops) and new projects and to a lesser extent adult skills and training.</p> <p>The accounts show a surplus, driven by increased fundraising and that brings our reserves to £113,000. This is near to the reserves policy target we have which is to have available unrestricted reserves of around 20% of the annual expenditure (£138,654 for 2018–2019). We are in a much better position than we were at the same time last year and Jeff is comfortable</p>

	<p>that our reserves are sufficient to cover any eventuality.</p> <table border="1"> <thead> <tr> <th></th> <th>Unrestricted</th> <th>Restricted</th> <th>Total</th> <th>Last Year</th> </tr> </thead> <tbody> <tr> <td>Income</td> <td>250,927</td> <td>471,345</td> <td>722,272</td> <td>598,553</td> </tr> <tr> <td>Total expenditure</td> <td>223,252</td> <td>469,764</td> <td>693,016</td> <td>602,625</td> </tr> <tr> <td>Net income/(expenditure) and net movement in funds in the year</td> <td>27,675</td> <td>1,581</td> <td>29,256</td> <td>(4,072)</td> </tr> <tr> <td>Total funds carried forward</td> <td>113,007</td> <td>2,739</td> <td>115,746</td> <td>86,490</td> </tr> </tbody> </table> <p>We are grateful to Bedford Borough Council, Central Bedfordshire Council, Luton Borough Council and also London Luton Airport Ltd for their ongoing financial support. We are indebted to the many independent trusts and businesses who have supported us this year and of course, all the amazing individuals who have fundraised for us or simply given us donations. Thank you from the bottom of our hearts.</p>		Unrestricted	Restricted	Total	Last Year	Income	250,927	471,345	722,272	598,553	Total expenditure	223,252	469,764	693,016	602,625	Net income/(expenditure) and net movement in funds in the year	27,675	1,581	29,256	(4,072)	Total funds carried forward	113,007	2,739	115,746	86,490
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7. Proposal for Auditors – Peter Scott (Secretary)	<p>Garner Associates are our accountants and we have been happy with their performance in assisting the Trustees to produce our accounts for the year. In the circumstances, it is usual to move to adoption of the existing accountants as Independent Examiner for the current financial year. However if for some reason there is to be a change of Independent Examiner, this can be arranged by the Board of Trustees during the coming year.</p> <p>Garner Associates were then proposed by Cathi Grover and seconded by Mandy Higgs and consequently Andrew Russell of Garner Associates was re-appointed as Independent Examiner.</p>																									
8. Update on the Board of Trustees	<p>We still have vacancies for new trustees and would ask anyone who is interested to contact the office to find out more – it is rewarding on so many levels!</p>																									
9. Any Other Business	<p>Supported Living: Emma Reade, CEO outlined proposals for the charity’s supported living project and asked anyone who was interested in finding out more to see herself or Chris Stelling, Adult Services Director after the AGM. 14 stakeholders spoke to Emma and Chris following the AGM business to sign up to the Specialist Housing and Support Forum. 28 Autism Bedfordshire members had already engaged with the Housing Project Group.</p> <p>The shareholders present (51) were asked to confirm their agreement to the proposed amendment to the charity’s Memorandum & Articles of Government ie Powers 4.5 to include social housing in the list of the charity’s provisions. There were no objections and the amendment was agreed.</p>																									
10. Close AGM	<p>Lainey declared that the AGM was now closed and thanked everyone for attending and supporting the charity.</p>																									
<p>Lainey Montgomery then introduced the guest speaker for the evening, Laurie Morgen, who told us about her personal journey of growing up as an undiagnosed autistic child, teenager, adult and parent.</p>																										