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Annual General Meeting Minutes 11 March 2025

Attendees:
Liz Haynes
Dale Tatnell
Lyn Macdonald
Debbie Lindsey
Dean Lindsey
David Cattermole
Julie Isherwood
Daniel Jenkins
Vicky Halliday
Emma Conray
Yvone Page
Alan Page
Brian May
Meng Choo Seow
Mary Lee

Agenda:

No:	Agenda Item:	Action:
1	<p>Welcome</p> <p>The group's annual general meeting commenced at 11:40, with the current group's chairman, Liz Haynes welcoming all attendees and briefly outline the agenda for the group's AGM.</p>	
2	<p>Apologies Received</p> <p>Prior to the meeting, apologies of absence were received from:</p> <p>Victoria Moyse, Demelza Carter, Joanne Stockhill, Paula Woolnough, Alison Rose, Yvonne Hogan, and Chrissie Collins.</p>	
3 - 5	<p>Chairperson's Report</p> <p>Liz Haynes delivered a combined chairperson, secretary and treasure's report:</p> <p style="text-align: center;"><u>Chairperson/Finance End of year report 2024/25</u></p> <p>This year has been quite productive. As of today, 11th March, we now have 196 members on Facebook and some members that are not on social media. Thank you all for sharing our group details as everything we do is all word of mouth and independent as we are not a charity or have any funding. The people that run the group are volunteers and have chronic conditions themselves.</p> <p>Dale has setup a website for us and is continuously updating as necessary. The design of our leaflets/posters are also down to Dale, and he is also working on business cards for us too. In the background he has been researching various community directories, and we now feature in various publications advertising our group. I would personally like to thank Dale for his hard work and support over this past year and Lyn for her valuable support also.</p>	

Although we haven't done any fundraising events this year we have been networking online and attending events locally. We still have our tombola items for when we next do a fundraising event. If there are any events locally that you would like us to attend, please let us know.

Recently, 26th Feb 2025, Dale and I went to an event, "Health and Social Care Fayre" run by the Acle Medical Practice. It was full of lots of organisations that provide services in the Norfolk area and nationally. It was a very busy session and taught us that having 2 people on our information stand was not enough as we became tired quite quickly and didn't have any breaks in the 3 hours that we were there. Having a minimum of 4 people means that we can share the work and have regular breaks from standing/sitting/talking too long. Not only were we sharing our group with potential members but also networking with the various organisations which will raise our profile within the community.

Our monthly group sessions have had a wonderful turnout and now we are averaging at 15 people each month. As requested at a previous group session, we have started to look at various speakers to give a presentation of the work and services that their organisation provides. The first guest will be Norfolk & Waveney Talking Therapies at the 13th May group session.

Financially, we have been relying on members donations and as of 10th March we have a total of £137.07. We are working on a constitution document for the group, once this has been completed, we will be able to register as a Community Interest Company (CIC). We decided not to register as a charity as it did not fit our needs. We will receive a registered CIC number, similar to a registered charity number. Having this number means that we will be able to apply for a bank account and then hopefully apply for some funding. Thank you in advance to Debbie and Dean for your valuable experience and knowledge in this area.

Our venue hire costs each month is covered by a yearly donation of £50, paid in January, to the Magdalen Way Methodist Church, Gorleston. This has been a very kind and supportive gesture from the church as after Covid we had nowhere to meet and no money. Without their support we would have only had an online presence, so we are very grateful to them.

I would like to thank all the people that have helped to run the group especially Dale, Vicky, Mel and over the last few months Debbie and Dean. We look forward to 2025/26 with a new structure and group committee and with renewed enthusiasm to provide a safe space for our members to share their experiences and to raise awareness in our local communities.

<p>6</p>	<p>Group's Constitution</p> <p>The group's draft constitution was circulated prior to the meeting to the group's members, and was read out to the attendees of today's AGM.</p> <p>A minor change was suggested by David Cattermore to reword the final line of section 6 (Management Committee) so that members of the committee may have administration/moderator privileges to the group's Facebook group.</p> <p>Dale Tatnell proposed a vote to agree to the wording of the constitution (with the suggested change) – all attendees were in favour.</p>	<p>The group's chairperson, Secretary and Treasurer will need to sign a copy of the constitution – this will be completed on Wednesday 19th March.</p>
<p>7</p>	<p>Elections</p> <p>As per the group's constitution, the current Management Committee resign.</p> <p>Liz Hayes and Dale Tatnell nominated themselves for re-election. Dale Tatnell nominated Victoria Moyes and Demelza Carter for re-election. Liz Haynes nominated Debbie Lindsey, Dean Lindsey and Julie Isherwood for election.</p> <p>To back up their nominations, Debbie and Dean Lindsey explained their experience of fundraising whilst running a support group "Slice of Advice". Julie Isherwood is an active member of Facebook, providing help/support to fellow members.</p> <p>With no other members nominated, Alan Page seconded all of the nominations.</p> <p>Members in attendance all voted in favour.</p> <p>Debbie Lindsey was nominated by Liz Hayes to become the new Chairperson Dale Tatnell nominated himself to become the new Secretary Liz Haynes nominated herself to become the new Treasurer</p> <p>Members in attendance all voted in favour.</p>	

8	<p>Any Other Business:</p> <p>a. Point Of Thanks</p> <p>Raised by Alison Rose who previously ran the group, wanting to give a general thank you to the management team for all of their hard work during the past 12 months.</p> <p>b. Fundraising</p> <p>Debbie and Dean Lindsey kindly purchased pin badges (3 designs) for the group to sell</p> <p>A suggestion was made to create an Amazon wish list for the group's needs</p> <p>Online donations</p> <p>c. Group Identity Merchandise</p> <p>Debbie Lindsey raised a question on how the group members feel about having merchandise items such as T-Shirts, Lanyards, etc. with the group's logo on.</p>	<p>Group to sell badges for £1 at the group meetups, fundraising events, and advertise on the group's Facebook page.</p> <p>Dale Tatnell to look into online donations once the group is established as a CIC and a bank account has been opened.</p> <p>Members agreed that such items would be very useful during events that the group are attending. Quotations/Prices for the items to be obtained and presented at the next management meeting.</p>
9	<p>Next Scheduled Meetings</p> <p>Social Meeting – Tuesday 8th April 2025 Management Committee Meeting – TBA Annual General Meeting – March 2026</p>	
10	<p>Meeting Conclusion</p> <p>The meeting was closed at 12:53</p>	