



the care forum

The Care Forum Annual General Conference
Wednesday 12th September, 2018

The David Baker Conference Room, The Vassall Centre, Fishponds, Bristol

Therese Gillespie, Chair of the Trustees at The Care Forum (TCF) welcomed everyone to the meeting.

Apologies

Rod Mayall - Trustee
Martin Dear – Trustee

1. Approval of the minutes of the AGM held 22nd November, 2017 and matters arising

The acceptance of the minutes was proposed by Therese Gillespie and seconded by Gordon Podmore and David Cottam.

There were no matters arising.

2. Review of 2017

We have carried out a review and revamp during 2017.

TCF delivered 5 Healthwatch projects in the year, Bath and North East Somerset, Swindon, South Gloucestershire, Bristol and Somerset, the contract in Somerset terminated in Autumn 2017.

TCF continues to deliver advocacy services through contracts and spot purchase. We also deliver social prescribing via a new partnership called SPEAR.

TCF is involved in three Bristol Ageing Better (BAB) projects with a range of partners.

Voice and Influence a new partnership and project to TCF starting in the current financial year. Well Aware was reviewed and relaunched in the year to make it more user friendly.

We have carried out major reviews of our policies, looking at:

- Operations
- Finance
- Employment
- GDPR

TCF also:

- Recruited new board members
- HR/Finance sub groups created
- Reviewed how we report
- Quality mark achieved such as 'investors in volunteers', ISO9001 and IS14001

We have delivered services to over 6000 people from 14 difference sources of funding, mainly from local authorities and CCGs.

In the year TCF will be looking for developments in:

- New partnerships
- How we work and communicate
- Innovative way in which we work
- Listening to you, services users and funders
- Encouraging everyone within the social and care sector to be involved with TCF

TCF has over 110 volunteers, 11 trustees (lost 2 but gained more) and 63 paid staff over the year.

Therese thanked the staff and volunteers for their hard work during 2017.

Special thanks to Angela Bragg who recently retired from TCF after a long service and wished her well.

3. Annual Report 2017 was made available on the day and can also be accessed by TCF website.

4. Financial Report 2017 as Martin Dear was on annual leave, Therese Gillespie presented the annual accounts.

From April 2017 to March 2018 income was £1,482,864 which is 20% down on previous year. Expenditure is 23% down at £1,431,574. We have a year end surplus of £51,290.

Therese thanked Vicki, Mary Jane and Martin.

Unrestricted reserves stand at £449,059. Therese appreciated some people would consider this amount to be a large sum but it actually equated to 3 – 6 months running costs.

68% expenditure is staff
22% partnerships
10% overheads

90% = Direct costs

10% = Managements costs

5. Election of Members of the Boards of Trustees

Vicki Morris (CEO of The Care Forum) announced members with 2 board members standing down, two standing for re-election and a new trustee with a special interest in Swindon: Therese Gillespie, Rod Mayall and Steve Barnes.

Therese Gillespie: Agreed 9 votes + 4 postal votes

Rod Mayall: Agreed 9 votes + 4 postal votes

Steve Barnes: Agreed 9 votes

TCF has a good board of trustees supporting with a strong specialities. We are looking for someone with a diversity background to support us. If you are interested, please contact TCF.

Vicki/Therese closed the meeting.

Dates of the next AGM and Conference: **Wednesday 18 September 2019**