



The Care Forum Annual General Conference
Wednesday 18th September, 2019

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

Morgan Daly, Interim Chief Executive at The Care Forum (TCF) welcomed everyone to the meeting.

Apologies

Angela Roberts
Therese Gillespie
Martin Dear
David Cottam
Jenny Allen

1. Approval of the minutes of the AGM held 12th September, 2018 and matters arising

The acceptance of the minutes was proposed by Morgan Daly and seconded by Rod Mayall and Robin Butcher

There were no matters arising.

2. Review of 2018

Rod Mayall, Chair of the trustees for The Care Forum, gave a summary of the year:

After a long period of austerity, all charities, of which there are an estimated 185,000 registered in the UK, are fighting for income with a diminishing pot of money. The Care Forum has not been immune to this problem. The last nine months have been interesting. We also realised, to our cost, that being good at what we do, and being lauded for it, does not guarantee renewal of contracts.

When Vicki left us earlier this year, the Board of Trustees decided on a different strategic approach. The Executive team was slimmed down with Morgan taking on the interim role of CEO, with a PA to support him. We now also have a new business manager. The structure will hopefully allow our work to continue and develop.

One positive outcome of this revised policy is our ongoing strategic partnership with Sirona and I am proud to welcome representatives here today. I also believe that staff morale is vital during times like austerity and hearing and communicating with our staff and volunteers has been a priority for me as Chair.

The Care Forum is needed more than ever in today's world and all the board, staff, stakeholders and volunteers are totally committed to its continual growth and success.

3. Annual Report 2018-2019 in calendar form was made available on the day. The annual report was accepted by voting members.

4. Financial Report 2019

Robin Butcher presented the annual accounts.

From April 2018 to March 2019 income was £1,507,142, up £24,278 up on the previous year. Expenditure is £1,409,297, down £22,277 on 2018.

Charity policy is to keep 3-6 months operating costs in reserves to ensure a sound financial plan to sustain its charitable work and protect from insolvency. The target for reserves at The Care Forum is between £349,000 and £697,000.

Unrestricted reserves at year end were £495,321, covering 4.4 months.

- 61% of expenditure is staff costs
- 13% goes straight out to partner services
- 5% on rent, IM&T and professional fees
- 90% is direct costs
- 10% is management/ admin costs

Auditors Bishop Flemming were proposed by Robin Butcher and approved by Rod Mayall and Steve Patterson.

The financial report was accepted by voting members.

5. Election of Members of the Boards of Trustees

Morgan announced that Angela Roberts was standing for election, and that Robin Butcher, Gordon Podmore and Jenny Allen were standing for re-election. No-one asked to stand down.

Angela Rogers: Agreed 4 votes + 1 postal vote

Robin Butcher: Agreed 4 votes + 1 postal vote

Gordon Podmore: Agreed 4 votes + 1 postal vote

Jenny Allen: Agreed 4 votes + 1 postal vote

Morgan Daly closed the meeting.