

Kingston Mencap AGM 2019 Minutes

Trustees in attendance and their abbreviated names for minuting:

Peter Hodges / PH	Kingston Mencap Chair
Emily Dyson / ED	Kingston Mencap Trustee
Komal Yagnik / KY	Kingston Mencap Trustee and Treasurer
Antoine Al Hosri / AAH	Kingston Mencap Trustee
George Tong / GT	Kingston Mencap Trustee
Paul Roberts / PR	Kingston Mencap Trustee
Judith Broome / JB	Kingston Mencap Trustee

1. Welcome

- 1.1. PH welcomed everyone to the Kingston Mencap 2019 AGM and introduced the audience to other trustees sat in the room

2. Minutes from last meeting

- 2.1. No corrections

Proposal - Judith // Second - Yvonne

3. Annual report update / PH

- 3.1. Brief overview of the annual report and club updates
- 3.2. All clubs are going well and members seem to be happy
- 3.3. Seekers Club is the most popular club that Kingston Mencap run
- 3.4. PH explained that KY will be going over the accounts presented in the report

4. Club and activities update / PH

- 4.1. Nicola Peerman took over Seekers Club from Michelle Kitch this year and is doing a really good job of it

- 4.2. Saturday drop-in is doing well and has collaborated with AFC Wimbledon to deliver activities for members
- 4.3. Future Friends has a good core membership but needs more regular members moving forward
- 4.4. A new drop-in service is replacing Life Skills on a Thursday
- 4.5. Thanks to all club leaders and volunteers who are vital in keeping clubs running
- 4.6. Carers work with Christine Towers has been great support for our families and received good feedback
- 4.7. Profound and Multiple Learning Disability days have been a huge success and Kingston Mencap look forward to putting more of these together
- 4.8. Family yoga has been a great success
- 4.9. Huge thank you to Michelle Kitch for organising activities for Kingston Mencap and being so crucial to how successfully Kingston Mencap operates

5. Chair's update / PH

- 5.1. PH will be stepping down as Chair of Kingston Mencap after this AGM
- 5.2. A huge thank you to everyone for their support over the last 7 years, PH expressed gratitude for the support of all members
- 5.3. Busy year keeping The Searchlight Centre running and maintaining income and delivering activities for members
- 5.4. Kingston Mencap has improved its storage facilities and installed a kitchenette to help encourage bookings
- 5.5. No planned expenditure on the building for the rest of the year
- 5.6. Treasurer, KY, has introduced a new accounting system to help streamline our accounting process
- 5.7. Trustees are looking to gain more grant funding to cover running costs of Kingston Mencap and improve our offer for members
- 5.8. Unable to establish links with SEND Family Voices in order to attract younger membership, this is something Kingston Mencap will look to try again with this year
- 5.9. The board has decided not to go ahead with a sensory room in the imminent future (this decision was made unanimously), but Kingston Mencap will look

to develop a case for the sensory room and re-approach this when the time is right

- 5.10. Sorry to see one of our Trustees, Ilze Hopper stand down from the board
- 5.11. Trustees will be looking to increase representation of family voices on the board to ensure Kingston Mencap are delivering outcomes that are relevant to our members
- 5.12. There will a joint Chair arrangement moving forward, between ED and AAH, who have been running Kingston Mencap meetings since February

6. Accounts update / KY

- 6.1. In 2018 Kingston Mencap made a loss of £28,000, this was due to unexpected building costs and taking on a 25 year lease for the building
- 6.2. There was a 37% increase in overall income from clubs and fundraising
- 6.3. It was highlighted that there was a missing value for fundraising income, KY explained that this was broken down elsewhere in the report
- 6.4. Seekers Club funds raised by those who attend seekers will continue to be spent exclusively on Seekers Club
- 6.5. Kingston Mencap will be looking to reappoint our independent accounts examiner the year after next, as our contact for this will be moving out of the area

Proposal - Heather // Second - Pat

7. Re-election of committee

Proposal - Pat // Second - Jill

8. Words from co-chairs

- 8.1. ED and AAH introduced themselves
- 8.2. Kingston Mencap has made The Searchlight Centre it's home, and with this comes the responsibility of looking after a building; the board is looking to recruit a centre manager

- 8.3. This is good for the centre and also good for members, as the board are able to focus more on members and less the building
- 8.4. ED and AAH have identified three main priority areas that Kingston Mencap wants to develop in the first instance, there are:
 - 8.5. Improving things behind the scenes by making sure Kingston Mencap policies, governance and finances are all in good shape
 - 8.6. Better representation on the board, especially amongst families and directly from our members
 - 8.7. Making sure clubs are delivering outcomes that serve our members' health, where families are welcome and where people with learning disabilities have a voice
 - 8.8. Keeping members in the loop via the newsletter about how these priorities are progressed
 - 8.9. Thanks to Peter
- 8.10. Question raised as to why sensory room has not gone ahead yet - ED, AAH and GT explained that Kingston Mencap was not in the financial position necessary to make such a large purchase, and that it would be irresponsible of the board to commit sizeable funds to a sensory room without having a fuller understanding of our current and projected financial situation. It was explained that other than PH, the board was unanimous in this decision, and that it was agreed that they would revisit the idea of a sensory room when it becomes appropriate to do so as no one is in principle against it
- 8.11. Question raised as to why two Chairs are needed instead of one, it was explained that all remaining board members work full time jobs outside of Kingston Mencap, and given the size of the role, it was felt necessary that two people take over the role

9. Closing remarks