**THE WELCOME CENTRE**

**Minutes of the Annual General Meeting (AGM) of The Welcome Centre held at Huddersfield Mission on 11th November 2019 [19:15]**

**Present:**  Jeanne Watson (JW) was in the Chair and Richard Whiteley (RW), Treasurer, was in attendance to report on financial matters.

 There were 21other attendees (including 3 staff members).

1. **Welcome**

JW welcomed attendees to the AGM and provided a brief overview of proceedings.

1. **Minutes of previous meeting**

The Minutes of the 2018 AGM were approved.

**Matters Arising**

* Members

JW advised that queries had been raised at the last AGM relating to the role and eligibility of TWC Members. Since that time several communications had been issued to clarify the position and the website had also been amended so as to provide greater clarity.

1. **Report and Accounts**

RW drew attention to the following highlights from the accounts:

* Income of £548,752 was a 22% increase on the previous year
* Donated Goods valuing £236,990 showed a 16% increase
* Gifts and Donations had increased substantially mainly due to new donation mechanisms being introduced on the new website
* Client Grants had been facilitated totalling £24,945. This was an increase of almost 155%; a new Council scheme is being introduced which will further facilitate this area of work
* Expenditure was well controlled but anticipated increases in employment costs and accommodation costs were the major reasons for higher expenditure than the previous year

RW advised that Sheards had been provided with a full set of accounts and reporting requirements which had been fully accepted.

RW answered various questions from the floor, after which the Report and Accounts were received by the meeting.

1. **Appointment of the Independent Examiner**

The appointment of Sheards as Independent Examiner was confirmed.

1. **Independent Examiner’s Remuneration**

It was agreed that the level of remuneration to Sheards should be agreed by the Trustees.

1. **Appointment of Trustees**
* **6.1 Resignation of Trustees**

JW advised that Barry Lee had served his full term as a Trustee and would therefore retire in accordance with TWC’s Constitution. JW thanked him for all his work as a Trustee during which time he had been instrumental in TWC growing into a mature and well respected organisation.

* **6.2 Nomination of new Trustees**

Andrew Tomlinson had been nominated to serve as a Trustee and the Meeting confirmed acceptance of his appointment.

JW advised that the recruitment process to add further Trustees was nearing completion and expected appointments to be made once all references, etc., had been completed.

* **6.3 Confirmation of retiring Trustees**

In accordance with TWC’s Constitution, Yvonne Harding and John Ainley retired by rotation and, having indicted their willingness to continue, were both re-appointed as Trustees.

1. **Appointment of Officers**

The following were proposed and agreed:

* Chair: Jeanne Watson
* Treasurer: Richard Whiteley
* Secretary: John Ainley
1. **Any other business**

There were no items raised.

JW thanked all attendees and formally closed the meeting.