

**Minutes of Hastings Voluntary Action's AGM held Friday 16th November 2018
at East Sussex College Hastings, Station Plaza, Hastings.**

Welcome and Apologies:

Mike Cornish as Chair of Hastings Voluntary Action opened the event by welcoming those present.

Minutes of Previous Meeting held on 21st November 2017

The minutes had been circulated and were offered to the meeting for approval.

- Proposed: Julia Wells
- Seconded: James Johnson
- Agreed: Unanimously

Consideration and Adoption of the Annual report for the Year to 31st March 2018

Steve Manwaring, Director of HVA explained that the work of HVA is a team effort with trustees, staff and volunteers working with partners. He highlighted the following areas in his presentation:

- The HVA AGM is a celebration event for the whole sector working at a time of great challenge, with increased demand and a reduction in financial resource with the local authorities reducing their services closer to the minimum 'core offer'.
- HVA is a member-led organisation that responds to the priorities of the community.
- HVA helps organisations to retain ongoing funding and access new funds.
- This year HVA has helped to lever in £1.5 Million to support the community and voluntary sector. HVA's funding from Hastings Borough Councils for funding advice is £20,000. A good return on investment. Protecting jobs. 31 jobs have been secured and protected.
- Also promoting and enabling various small grants programmes for community groups. HVA has been involved with encouraging and promoting philanthropy and was instrumental in the setting up of Sussex Community Foundation.
- HVA have helped with partners to secure EU funding including FLAG and CCLD – (£7.2 million) however there are often challenges in utilising funding even when secured.
- We help to encourage community groups and charities to be 'investment ready' offering training and support.
- Crowdfunding is growing route to funding and HVA together with local authority partners will be encouraging community groups to utilise the opportunities.
- HVA promotes and enables community consultation and engagement
- HVA provides information via e-bulletins, newsletters, website and social media with additional briefings and alerts.
- We provide advice on a variety of community related topics including - HR, finance, governance, start-ups, funding, land, licences, tax, gift-aid, publicity, marketing, insolvency, trading, growing, shrinking, asset transfer, volunteering, succession planning, pay-roll and risk management
- 1:1 advice and support is offered online, phone and email sometimes this is confidential mediation and conflict resolution. 10,000 enquiries were dealt with last year. 346 groups supported with more than 50 'complex cases'

- We put on 31 low cost or free trainings and around 200 people received training about GDPR (data protection)
- HVA is an infrastructure organisation based on community development principles.
- In the last year we've helped over 150 people to find a volunteering opportunity and celebrated the incredible work of volunteers with outreach and engagement during national volunteer's week. HVA supports a volunteer coordinators forum to share ideas and promote good practice.
- HVA supports a number of public health programmes - Providing support to victims of hate crime/discrimination, asylum seekers, refugees and new communities. Hastings has been a 'migrant dispersal area' for 13 years and the Links Project one-stop shop sees 75- 80 people every week. HVA supports people with substance misuse issues at ESRA, the 'Love Hastings Love Yourself' mental health campaign and Big Local which supports residents to develop the community in North-East Hastings.
- HVA supports local networking with Locality Networks, ESCC Focus Groups, and informal gatherings.
- We support HCN (Hastings Community Network) - next meeting 25th Jan 'Community Connections, Social Prescribing'.
- HVA is Big Local's 'trusted organisation' and shares our space at Jackson Hall. East Sussex Strategic Partnership – cross sector leadership
HVA supports volunteering; community campaigns, using community assets to achieve change, community champions.
- HVA has influence via HCN and Speakup, and is pivotal in strategic partnerships across the county. We have provided local tours and briefings to senior leaders and government ministers.
- Jackson Hall is a community asset which offers affordable accommodation to community groups and meetings.
- HVA has generated a small 'surplus' in its finances this will be reinvested. We are currently looking at ways for people to donate directly to HVA in 2019.

Steve finalised his review with grateful thanks to all the HVA trustees and 'gifted' staff team, funders and partners.

Question from the floor: Are there any plans afoot to celebrate 30 years of HVA?
Initial thoughts are to celebrate the history of the local voluntary sector as a whole, maybe culminating in a public artwork.

Vote to accept the Annual Report

- Proposed: Graham Goode
- Seconded: Judith Monk
- Agreed: Unanimously

Consideration and Adoption of the Audited Accounts for the year to 31st March 2018

The accounts were explained to the meeting by Graham Morrow, HVA's Treasurer. A short version is printed on the HVA annual report provided to everyone, and a full set is available at any time from the finance team. It is anticipated that the surplus will be committed towards ongoing maintenance of Jackson Hall.

- Proposed: Roger Sweetman
- Seconded: Brett McLean
- Agreed: Unanimously

Appointment of Accountants

Ashdown Hurrey have been proposed to continue as HVA's Independent Examiners.

- Proposed: by the HVA Board
- Seconded: Dick Edwards and Catherine Orbach
- Agreed: Unanimously

Election of Hastings Voluntary Action Trustees/Directors

Steve extended his thanks to the hard work and dedication of the Trustee Board, and particular thanks to those stepping down and treasurer Graham Morrow who is moving away.

There are 10 places available with 6 nominations:

Mike Cornish – Winterbourne Close Residents Association
 Graham Goode – Skills and Learning in the Community (SLIC)
 Kenneth Hales – Hastings and St Leonards Seniors Forum
 James Johnson – Friends of Africa and the Caribbean (FACE)
 Roger Sweetman – Southwater Community Centre
 Julia Wells – Hastings Older People's Ethnic Group (HOPEG)

The meeting agreed to block vote all the nominees onto the Committee unanimously.

Proposed: Tracy Rose

Seconded: Helen Barraclough

Agreed: Unanimously

Articles of Association:

Steve explained that HVA's governing documents were agreed many years ago and do not sufficiently acknowledge developments such as the creation of Community Interest Companies and social enterprises.

The model being proposed is based on a charity commission template.

In the run up to the AGM HVA offered opportunities for people to discuss any queries with us about the proposed changes.

The meeting was asked to agree the changes to the governing document.

Proposed: by The HVA Board

Agreed: unanimously by meeting, no abstentions (70% agreement required)

Note from Steve - (If charities and groups existed before 2006 it may be an idea to review your governing documents.)

AGM closed