

High Peak CVS Annual General Meeting Minutes
Wednesday 3rd November 2021
via Zoom

Present

Sandra Higgins	Chapel Mobile Physio Service	Jean Todd	High Peak Borough Council
Phill Abbiss	Survivors of Bereavement by Suicide	Dan Mountford	High Peak for Great Places
Steve Pye	New Mills Youth and Community Project CIC	Dave Sudworth	Glossop Community Allotment CIC
Sue Rodrigues	IENM	Fiona Stanier	New Mills Volunteers Centre
Ed Kelly	The Bureau	Helen Melhuish	PCRefurb
Victoria Abbott-Fleming	Burning Nights CRPS Support	Helen Thornhill	The Bureau
Marie Whitehead	HEADStogether	Jo Gregory	Hummingbird Hubs
Catherine Finn	Youth Matters New Mills CIC	Katy Meyer	Little Cherubs
Liz Longden	Transition New Mills	Nancy Fox	Volunteer
Neville Clarke	Whaley Bridge Canal Group	Paul Bohan	Zink Project
Phill Alcock	CANDO	Rebecca Coulson	Glossop Arts Project
Anne Clarke	DCC	Dave Bennett	High Peak Access
Linda Walker	SUTR High Peak		

High Peak CVS Directors

Karen Rigg	Chair
Kevin Scott	Vice Chair
Martin Thomas	Treasurer
Carol Evans	Director
Sue Howard	Director
Ross Burnage	Director

High Peak CVS Staff

James Bromley	CEO	Mandy Goodall	Senior Social Prescribing Link Worker
Jane Corke	Finance Manager	Elizabeth Roberts	Social Prescribing Link Worker
Liz Fletcher	Senior Bereavement Development Worker	Jessica McFall	Social Prescribing Link Worker
Sylvia Green	Funding Officer	Nicola Sutherland	Social Prescribing Link Worker

Donna Wren	Administrator	Rachel Winterbottom	Social Prescribing Link Worker
Deb Boden	Development Worker (Groups)	Sam Longden	Social Prescribing Link Worker
Clare Batchelor	Development Worker (Groups)		

Apologies

Lynne Allen – DCC	Claire Mitchell – Buxton Street by Street
Ana - Grapevine	Beverley Jenkins - NMVC
Debbie Austin – High Peak Place Alliance	
Owen Russell – Glossop Mens Gang	Gill Geddes - Connex
Beverley Munoz-Pujol – Public Health DCC	Nicola Bruce – Public Health DCC
Mary Craner – Townend Community Garden	Fiona McIntosh – Buxton U3A

1. Welcome & Introductions

Chair, Karen Rigg welcomed everyone to the online AGM and spoke about the difficult situation of the last year. She welcomed the new staff at HPCVS and thanked those that had left over the last 12 months. She advised that due to current Covid infection levels, it had been decided to once again hold a virtual AGM.

2. Presentation of Annual Report by James

James gave an overview of the annual report and commented how the last 12 months had been incredibly challenging and he commented how proud he was of the team that had adapted and developed under difficult circumstances. The main priority of HPCVS was to support the voluntary sector in the High Peak and added that the recent situation had highlighted how well the people, groups and statutory organisations all work well together. Partnership working was something that has developed massively over the last 12 months.

Group Development: There were two new group development workers, Deborah Boden and Clare Batchelor now in post. One of the biggest challenge groups had faced were the changing restrictions and the most impactful work from HPCVS had been engaging with groups in understanding what was needed. The aim going forward would be looking at how to support the groups and members in the covid recovery period.

Member numbers had grown with the introduction of the new membership packages last year. The aim is to engage with members about how we can support them better and James asked groups to let us know of any questions and challenges they were facing so we could offer the appropriate support. James spoke about the Small Groups Advisory Panel as it was an important part of group development and advised the panel was made up of representatives of groups with ideas and feedback passed back to the Board. James asked if anyone interested was keen to get involved they should get in touch.

Funding: HPCVS had been working with various different funders as well as receiving funding from four core funders. We had been looking at how we offer funding to groups as well as helping groups

understand what is out there and assistance when applying. James advised over the next 6-12 months members could expect more engagement on how we could help groups access funding.

Bereavement: James highlighted the challenges that had faced the bereavement service. The last 12 months had been difficult, not just for those who had lost someone to Covid but also those who had lost someone for other reasons during the restrictions. The largest challenge was having to adapt the service due to the restrictions. The groups have always been face-to-face but during the restrictions online groups had been set up as well as 121 calls, emails and WhatsApp groups. We were extremely thankful to lottery who fund the project and had a very good partnership with Blythe House Hospice. Due to additional funding from The National Lottery we growing the offer of support to those bereaved during covid. We were currently recruiting for a Bereavement Support Worker to support with the expansion of the service.

Social Prescribing: The service works with the Primary Care Network and 8 GP surgeries throughout the High Peak and had grown to 7 Social prescribers, one of the largest teams in Derbyshire. It works with clients on a “person-centred” approach. And had made a big impact. A big part of the service is linking in clients with local community groups which had obviously been a challenge over the last 12 months. The team had been and will continue to work closely with group development team on what is needed within the High Peak. James acknowledged the great work The Bureau does offering the social prescribing service in Glossop.

Additional Projects: One project was community messaging which was working with the Bureau and Public Health on how we engage with the community around covid, ensuring accurate information and being an “avenue” for feedback from the community. Social connectedness was another large project, working with Public Health tackling communication and isolation within the community. Work with High Peak Borough Council (HPBC) support them and hopefully working with HPBC and other partners on how to support them in the future.

Finance: Over the last 12 months we have worked with more funders than previously and James extended his thanks and appreciation to all of those who have funded HPCVS in the past 12 months.

James concluded with thanks to the team at HPCVS for dealing with the massive challenges over the last 12 months and thanked the Trustees for providing guidance and direction.

3. Business Section

3a. Apologies:

No apologies were received.

3b. Minutes of 2020 AGM

Minutes of AGM held on Monday 2nd November 2020 held via Zoom webinar. Karen asked if the minutes were an accurate reflection of the 2020 meeting.

Proposed that they were by Sandra Higgins, seconded by Phill Alcock. All voted in favour.

3c. Presentation of the Accounts for the Financial Year ending March 2020.

Martin advised that a copy of the accounts had been issued with the AGM invite and that he had not received any questions regarding prior to the AGM.

Martin gave an overview of the financial activities for the year, highlighting the increase in total income compared to the previous year which echoed the successful year that James had spoken about earlier.

The accounts had been approved by the Board of Directors and had been subject to an independent examination by Slade and Cooper and they had brought no matters to his attention.

Martin recommended that the accounts were adopted.

Proposed by Ross Burnage and Seconded by Carol Evans All voted in favour.

3d. Appointment of Auditors

Martin suggested that Slade and Cooper be appointed as independent auditors for the coming year.

Proposed by Ross Burnage and seconded by Karen Rigg. All voted in favour.

3e. Election of Trustees/Directors

Karen advised that two trustees had come to the end of their terms, herself and Sue Howard and that a new trustee Ross Burnage would need to be officially elected at this meeting. She would hand over the meeting to Kevin Scott, Vice Chair for this section. Kevin advised that both Karen Rigg and Sue Howard had indicated they wished to stand for re-election.

In relation to Karen Rigg being re-elected it was **proposed by Martin Thomas and seconded by Rebecca Coulson. All voted in favour.**

In relation to Sue Howard being re-elected it was **proposed by Martin Thomas and seconded by Rebecca Coulson. All voted in favour.**

In relation to Ross Burnage being elected it was **proposed by Martin Thomas and seconded by Karen Rigg** and all voted in favour.

Karen advised there are spaces available on the Board if anyone wished to join they were to contact James.

4. High Peak CVS Community Development Team

The community development team presented on how they can assist our members. This included Deb Boden and Clare Batchelor highlighting the work they had done since joining HPCVS with various groups and members throughout the High Peak and the benefits of becoming a full member with HPCVS.

Funding Officer Sylvia Green spoke about the help we provide to members with funding and highlighted the upcoming trends in fundraising. Communications Officer Lauren Coop spoke about the importance of communication and how we must use social media in reaching out and spreading information about the work carried out by HPCVS.

5. Closing Remarks

Karen finished the meeting by saying she hoped everyone would have a happy and healthy next 12 months and thanked everyone for attending.