



MINUTES - COMPANY AGM

1.15pm on Thursday 30th June 2016

CVS, Bromham Road, Bedford

Present: Lila Begum, Bryden Keenan, Fiona McLeod, Paulette Rennie, Tracey Rupiya, Len Simkins, Elliott Stephenson, Jason Tsiricos, David Verney

1. Apologies for absence

Wendy Anderson-Welsh, Brian Cunningham, Anne Regan, Wendy Waters

2. Minutes of last AGM (17th June 2015)

The minutes were accepted as correct.

Matters arising

(Item 5) – Companies House had been notified of Fiona McLeod's resignation as a Director of the Company.

3. Annual Report 2015/16

For those attending who had not been to the Company's AGM before, David explained the role of Advice Bedfordshire.

David presented the annual report on the Company's eighth year of trading, and gave a summary of the work undertaken on behalf of BAF in 2015/16.

David thanked Len for his work in supporting the Company.

The report was approved. (Proposed: Jason Tsiricos; Seconded: Fiona McLeod).

Len will take copies of the report to the BAF meeting later.

4. Accounts 2015/16

Len presented the Company accounts. The year had been successful with a turnover of just over £15,000. During the year the Company generated £897.25 in management fees for BAF. However, overall there was a trading surplus of £901.80. This was partly due to some expenditure being made in 2015/16 for the advice skills project where the project income had been included in the 2014/15 accounts. Also contributing to the deficit were website hosting fees (£214) and the Company management expenses (£128).

As the Company had good reserves (£901.47) and had deferred some income (£1,000) for use in 2017/18, this meant the Company's assets were still healthy despite the trading deficit last year. The bank balance at 31/3/16 was £978.66. However, Len gave a warning that the Company's assets will be very low at the end of 2016/17 unless some new contracts were developed.

An amendment was noted in the notes to the accounts. The 2nd sentence of Note 2 should read "£1,700 was used in 2014/15, £800 was used in 2015/16, and £1,000 has been retained as "deferred income" to be used in 2016/17."

The accounts were approved with the amendment. (Proposed: Jason Tsiricos; Seconded: Fiona McLeod).

Len will take copies of the accounts to the BAF meeting later.

5. Election of Directors and Officers 2016/17

David Verney, Wendy Anderson-Welsh and Tanya Richardson Hawkes were re-elected as Directors.

It was agreed that David would continue as Chair. He was thanked his voluntary work as Chair.

Although David will be stepping down as Chair of BAF at the BAF AGM, he plans to continue to sit on BAF's Steering Group in 2016/17. This will provide a good, necessary link between the Company and BAF.

Len Simkins said he can continue as Company Secretary. This was agreed.

David and Len were thanked for all their work in supporting the Company.

6. Any other business

None.

AGM closed at 1.50pm



Advice Bedfordshire Community Interest Company
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Working on behalf of Bedfordshire Advice Forum
- to support advice services in Bedfordshire