



*Sports and social group for
Vision impaired people*

**Minutes of Annual General Meeting
Held on Thursday 27th January 2004 at Blatchington
Court Trust**

Present – Chris Dutton, Jonathan Dutton, Mick Etheridge (chair), Alison Evans, Justine Fallis, Paul Gillett (minutes), Valerie Mainstone, Christina Mendez, Keith Turner, Ted Webb

Apologies for Absence – Andy Cross, Dorothy Duboisson, Richard & Pam Duffield, Connie French, Sara Kemsett, Margit Latter, Val & Jim Lee, Rose McCormick, Jacqui Petty, Shirley West

1. **Introductions** – Mick welcomed everyone to the second City Synergy annual general meeting.
2. **Minutes** of the last AGM dated 29th January 2004 were read, agreed and signed as a true record.

3. **Reports**

3.1 **Chair's report**

Mick's report was read to the meeting; the report highlighted some of the activities during the last year and thanked everyone for their involvement and support.

The report highlighted the steps City Synergy had taken following the closure of Leisure Link including organising the walks programme.

During the year City Synergy had completed the purchase of a tandem, it was hoped this would offer many opportunities to participate in cycling events in the coming years.

Mick expressed thanks to Blatchington Court Trust, The Scarman Trust and St George's parish fund for funding that had made many of the activities possible.

3.2 Treasurer's report

Jonathan read the report on behalf of Chris Dutton.

The accounts show that we are carrying over £1,125 with an excess of spend over income of £97 for 2004. The bank balance at the end of the year was £2,614 with £1,000 of the funding from Blatchington Court Trust and £500 from Scarman Trust carried forward.

Expenditure for the year was £5,203 including £1,673 for Goalball, £783 for the Tandem and accessories and £2,177 as the cost for activities (members contributed £981 towards this which was shown in the income total). Income for the year was £5,106 of which £3,200 came from new grants, £232 from a sponsored swim and £120 from membership subscriptions.

The meeting heard that a further bid for £2,500 had been made to Blatchington Court Trust and that the management committee were meeting with the Scarman Trust with a view to a further bid, continuing to raise funds was essential to continue activities at current levels and the management committee would be looking at options in the coming months.

The management committee recommended keeping subscription at £5 for the coming year. This was proposed by

Paul, seconded by Justine and carried by the meeting. Mick explained that the subscription level was kept low to ensure that no one was inhibited from joining by the cost; a line had been included on the membership form for voluntary donations

4. **Election of Officers and other committee members**

Alison Evans took the chair for the Chair's election with Mick returning to the role thereafter

It was noted that Christine Laurence and Diane Marks had indicated that they did not intend to stand for Election and that Chris Dutton had been acting as Treasurer since Christine Laurence relinquished the role in September

The following were elected to stand on the management committee for the coming year

Role	Name	Proposed	Seconded
Officers			
Chair	Mick Etheridge	Paul	Chris
Treasurer	Chris Dutton	Alison	Keith
Secretary	Paul Gillett	Justine	Keith
Vice Chair	Justine Fallis	Chris	Alison
Other Committee members			
	Alison Evans	Paul	Mick

Alison and Justine were welcomed onto the committee

5. **Policies and Constitution**

Paul introduced the following policies which had been developed by the management committee and previously circulated

- Volunteer's policy
- Complaints policy and procedure
- Equal Opportunities policy

- Health and Safety Policy

It was noted that Valerie had been co-opted by the committee to a role of volunteer co-ordinator the role included ensuring that new volunteers received vision awareness training and had clearance following police checks (CRB). Valerie informed the meeting that the Sussex Beacon had agreed to undertake the CRB checks and Christina Mendez, Katy Russell and Lynne Thomas were willing to continue to run vision awareness training

Acceptance of the policies was proposed by Paul, seconded by Mick and agreed by the meeting

Constitution – Paul explained that the committee had reviewed the constitution to ensure consistency with the policies and had made a few changes to tidy up wording. Acceptance of the constitution as revised was proposed by Ted, seconded by Alison and approved by the meeting

6. **Activities**

Mick referred the meeting to details of activities in his report and confirmed that ideas from members were always welcomed

Valerie mentioned about the walks programme, Ted suggested we could also do more walks of a longer distance for those who were keen to do so

7. **Any other Business**

A raffle for a £20 ticket for a meal at the White Horse was won by Jonathan Dutton

Valerie advised that a questionnaire would be sent to members asking for comments and ideas about City Synergy activities

8. **Date of next AGM** – Thursday 26th January 2006