

Easington Lane Community Access Point

Brickgarth, Easington Lane, Tyne & Wear, DH5 0LE

Tel: 0191 526 1071

Email: info@elcap.org.uk

Charity Number: 1093390 Company Number: 04299792

Annual General Meeting

Minutes

Thursday 3rd March 2022 at 6:00pm

Present: Cllr James Blackburn, Linda Cleary, George Corner, David Geddis, Rita Grey (Chair), Ashleigh Ivison, Jean Merton, Bob Moody, Julie Newton, Sharon Richardson, Andrew Rowntree, Cllr Claire Rowntree, Donald Todd, John Waters, Susan Waterston, Kay White

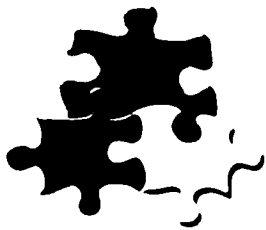
Staff: Dave Ellison, Tony Elsdon, Neil Hall, Pauline Hall, Shaun Newton, Michael Trevitt, Christine Willis

Apologies: Dave Parsons, Carol Smith

1.	<u>Welcome</u> RG as Chair of Trustees welcomed everyone to the meeting	
2.	Apologies for absence were accepted as shown above	
3.	Minutes of the January 2021 Annual General Meeting. The minutes were accepted as a true record.	
4.	Chair's Report RG began by thanking the staff and volunteers for the work and effort that went into the year in question. People have committed time and effort into helping better our community and often did it by putting their own lives on the line through the risks they took of providing the services that have been offered since the first lockdown. On behalf of the local residents as well as the Board of Directors I offer you my heartfelt thanks and appreciation.	
5.	Trustees Report RG presented the report as presented on pages 5 to 8 of the Annual Report which was supported through a presentation given by SN on the activities in relation to the year in question. The presentation focussed on: <ul style="list-style-type: none">• Plans made entering lockdown• How those plans changed through becoming the Coalfield area Hub• The activities undertaken as the Hub; on behalf of partners and also with partners• A number of long-term clients had passed away since the start of lockdown• Partnership working• Funding sourced and gained• Awards received• Role of both volunteers and staff during the year All present noted the contents of the report and the valuable work that had been done and achieved in the year in question.	
6.	Annual Accounts and Independent Examiners Report <ul style="list-style-type: none">• SN presented the Finance Report (Page 12 of the Annual Report) and the Independent Examiners Report (Page 11 of the Annual report).• SN made comment that much of the funds held at the year end were spent in the current year as project funding.	

	<p>Moved: DG, seconded: AI that the 2020-21 accounts be received as presented on page 12 of the Annual Report and unanimously agreed</p> <p>Moved: JM, seconded: DG that Independent Examiners report be received as presented on page 11 of the Annual Report and unanimously agreed.</p>	
7.	<p>Appointment of Independent Examiner</p> <p>CR declared an interest in this item but remained in the room and took no part in either the discussion or the vote due to being an Employee of Connected Voice.</p> <p>The Trustees proposed that "Connected Voice" be appointed as Independent Examiner for the accounts of 2021-22.</p> <p>Moved: BM, seconded: AI that "Connected Voice" be appointed as Independent Examiner for the accounts of 2021-22 and unanimously agreed.</p>	
8.	<p>Independent Examiner Fees</p> <p>It was proposed that the Board agree the Independent Examiner's fees and all agreed.</p>	
9.	<p>Election of Board Members</p> <p>JM gave notice of not offering herself for re-election.</p> <p>JW, SW, KW all offered themselves for election as trustees.</p> <p>There were no other nominations given on the night.</p> <p>Moved: JM; seconded: DG that the new Board be composed of those offering themselves for re-election and also the three new nominations.</p>	
11.	<p>Election of Officers (Trustee only vote)</p> <p>BM took the chair and proposed RG as Chair of Trustees and DG seconded the nomination and all trustees agreed.</p> <p>RG then proposed BM as vice-chair and DG seconded nomination and all trustees agreed.</p> <p>Subject to the new Governing Document being accepted (item 12) there was no longer a need to appoint a Secretary or Treasurer.</p>	
12.	<p>Governing Document update</p> <p>SN explained that since 2001 when ELCAP was established a minor change had taken place in 2002 but the Articles of Association remained largely unchanged. The proposal was to bring the Articles up to date reflecting current practices of the sector but more importantly update the objects.</p> <p>Whilst this was a Trustee only vote, the AGM agenda had given notice of this item and no objections had been received.</p> <p>Moved: BM; seconded: DG that Articles of Association be updated as presented. All trustees agreed.</p>	
13.	<p>Presentation by Cllr Claire Rowntree</p> <p>CR made reference to the great presentation given earlier and how it captured the work of ELCAP during the year in question. CR went on to highlight:</p> <ul style="list-style-type: none"> • CR referred to ELCAP as the Jewel of the Coalfield area and a shining example both within the City and also beyond. • The Transport service has rightly been described as a lifeline to our residents. • ELCAP's continuing integral role within the COVID Hub <p>CR was thanked for her most encouraging and supportive presentation.</p>	
14.	<p>Presentation to Dave Ellison</p> <p>RG made reference to the forthcoming retirement of DE after 8 years in the role as Transport Manager.</p> <p>RG noted the key role that DE played in steadying the organisation during times of great uncertainty.</p>	

	<p>Therefore the thanks of the Board, staff team, volunteers and local residents were expressed by way of a gift of a GPS watch that it was hoped DE would put to good use in his increased spare time.</p> <p>DE responded by thanking everyone for the opportunity to serve ELCAP.</p> <p>After 34 years at the City Council the 8 years at ELCAP have been most rewarding. To think that 7 years ago ELCAP almost closed and to see where it is today is testament to the hard work and support of so many people and special reference must be made to Pauline Hopper whose support was instrumental in enabling ELCAP to find its feet in uncertain times and to then move forward.</p> <p>DE expressed his thanks to the Board; the wider staff team at ELCAP; the volunteers; the funders who invested in the transport project and also the transport team composed of both employees and volunteers without whom the service would not be able to function.</p> <p>DE made reference to the safe pair of hands of NH who would lead the Transport Service into the future,</p>	
15.	Date and Time of next Board meeting Monday 25 th April at 4:00pm	
16.	In the absence of Any Other Business RG declared the meeting closed at 6:45pm	



Easington Lane Community Access Point

Brickgarth, Easington Lane, Tyne & Wear, DH5 0LE

Tel: 0191 526 1071

Email: info@elcap.org.uk

Charity Number: 1093390 Company Number: 04299792

Special

Resolutions Meeting held 3rd March 2022

1. To amend the objects of the company to read as follows:
 - 2.1. To promote the benefit of the inhabitants of Easington Lane, Hetton, Houghton-le-Spring and surrounding areas without distinction of sex, sexual orientation, age, disability, nationality, race or of political, religious or other opinions, by associating together the said inhabitants and the statutory authorities, voluntary and other organisations in a common effort to advance education and to provide facilities in the interests of social welfare for recreation and leisure-time occupation with the object of improving the conditions of life for the said inhabitants;
 - 2.2. To establish, or secure the establishment of, a Community Centre and to maintain and manage the same (whether alone or in co-operation with any statutory authority or other person or body) in furtherance of the Objects.
 - 2.3. To provide transport facilities in the area of benefit for people who have special need of such facilities because they are elderly, poor or disabled, people with young children or those living in isolated areas where there are no adequate public transport facilities.
 - 2.4. To relieve financial hardship, sickness, and poor health amongst elderly people.
 - 2.5. To advance education by the establishment and maintenance of a museum.
 - 2.6. To promote social inclusion for the public benefit by preventing people from becoming socially excluded, relieving the needs of those people who are socially excluded and assisting them to integrate into society. For the purpose of this clause 'socially excluded' means being excluded from society, or parts of society, as a result of one or more of the following factors: unemployment; financial hardship; youth or old age; ill health (physical or mental); substance abuse or dependency including alcohol and drugs; discrimination on the grounds of sex, race, disability, ethnic origin, religion, belief, creed, sexual orientation or gender re-assignment; poor educational or skills attainment; relationship and family breakdown; poor housing (that is housing that does not meet basic habitable standards; crime (either as a victim of crime or as an offender rehabilitating into society).
 - 2.7. The advancement or promotion of good health including the prevention or relief of sickness, disease, or human suffering.
2. To adopt the updated Articles of Association of the Company in substitution for, and to the exclusion of, the Company's current articles of association.

Moved: Bob Moody and seconded by David Geddis that Resolutions 1 and 2 be adopted.

These were passed unanimously.

Signed:

Date

3rd March 2022

Name: Rita Grey, Chair of Trustees