

4710761

FACTS - Felixstowe Area Community Transport Ltd

Registered Office The Portakabin, Gamson Lane Car Park, Felixstowe IP117SH
Tel No 01394 282857 Company Number 4710761 (Registered in England)

Minutes of the Annual General Meeting held at The Senior Citizen's Centre, Broadway House, Orwell Road, Felixstowe on Monday 26th June 2006 at 7.30pm

Present:

31 members, including the following visitors -

Cllr. Anne Rodwell & Gordon Rodwell	Mayor of Felixstowe and her Escort
Cllr Sir Peter Batho	Chairman Suffolk Coastal District Council
Cllr. John Goodwin	Suffolk County Council
Cllr. Ian Angus	Levington & Stratton Hall Parish Council
Mr. Derek Cocker	Community Transport Manager Suffolk County Council
Mr. John Mathews	Representative from Ensors (Auditors)
Mr Adrian Rush	Representative from Ensors (Auditors)
Mr. Bob Knights	FACTS Office Manager

1. Welcome	Gordon Stirrat (Chairman) welcomed everyone to the meeting
2. Apologies	R Bannister, D Crerar, D & P Moody, A Adams, Nacton Parish Council, M Hill
3. Minutes of the Last AGM held on Monday 27 th June 2005	The minutes of the last AGM (27-06-05) were approved and signed as a true record (Proposed by Ken Cutting, seconded by Rosmery Fincham)
4. Chairman's Report	<p>Commitments We are committed to operating our service to the highest standard of safety, reliability and care for both our users and volunteers</p> <p>Objectives The object of the Company is to provide a community transport service for the inhabitants of Felixstowe and its neighbourhood who are in need of such a service because of age, sickness, disability, poverty, or because of a lack of availability of adequate public passenger services</p> <p>Company structure. The company is structured to provide a Dial a Ride Service and a Community Car Service in partnership with Suffolk County Council and Group Hire Service which aims to be self financing It is operated by 3 part time salaried staff and 52 volunteers</p> <p>Operating Regime. Due to escalating running costs, the Kestral was replaced by the VW on the "Dial a Ride" service, and I am pleased to say that it has proved to be more cost effective and ideally adapted for its new regime The CCS is augmented by the Kangoo and the Peugeot when necessary and the Group Hire utilises the Kestral, Kangoo and Peugeot as required. The demand for our Group Hire service has now settled into a well established and sustainable demand, any further expansion being limited by our staffing levels and a lack of suitable accommodation. We managed to hold the Group Hire pricing structure for this year, but to</p>

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	<p>keep abreast of increased operating costs a new pricing structure will be implemented in 2006 In setting our prices we are ever mindful that our objective is to provide an affordable service to the community</p> <p>Operating results. We are now entering into our fourth year as a Company Limited by Guarantee and our experience would indicate that our decision to change has given rise to a more flexible Company, both in our ability to adapt to the changing needs of our customers, and our ability to finance our projects without making excessive calls upon Suffolk County Council The downside of being a Limited Company has been the increase in administration Our income was £65,040 with expenses of £47,589 leaving an operating surplus of £17,451 before depreciation, and £2,401 after depreciation</p> <p>Outlook We have again, provided a seamless service throughout the year and my thanks go to the staff and volunteers as this can only be achieved by their flexibility and commitment</p>
5. Consideration of the Audited Report and Accounts	<p>The Accounts, signed by the Auditor had been circulated to the committee and all subscriber members, were available for inspection Proposed by P Leitch, seconded by T Harden that the accounts were accepted Carried unanimously</p>
6. Election of Directors	<p>The Chairman, Gordon Stirrat confirmed that all existing directors were willing to stand again (they were eligible to hold office for a maximum of 5 years, which none had done), and suggested they should be re-elected en bloc Proposed by Doreen Savage, seconded by Richard Kellar. Carried unanimously</p>
7. Appointment and fixing of Remuneration of the Auditors	<p>The chairman stated that at this point we would normally consider the following resolution</p> <p>"A resolution to re-appoint Ensors as auditor for the ensuing year will be proposed at the annual general meeting in accordance with section 385 of the Companies Act 1985 "</p> <p>However on this occasion he wished to speak on an alternative resolution</p> <p>"In view of the fact that the Ensors fees for the audit have risen from the agreed £1,000 to £1,400, and that FACTS now employ an Accountant namely Angela Adams of AMA Services, at a cost of £800 per annum I believe that in discharging my duties as a trustee of the company, that this resolution should be made and discussed at the next extra ordinary general meeting, where a full discussion can take place into the alternatives available and the costs it will incur</p> <p>The meeting resolved</p> <p>Due to the change in the way the accounts are dealt with by FACTS, in that there is now an ex officio Treasurer doing the day to day accounts and an Accountant namely Angela Adams of AMA Services, drawing up the management accounts etc. at a cost of £800.00 per</p>

	<p>annum, that we defer this item for presentation to the next Extraordinary General Meeting to be held on Monday 31st July 2006 and that we consider in the future having the end of year accounts examined and approved by an independent Accountant. The accounts are drawn up using the Sage Accounting package which is a system recognised and approved by the Inland Revenue.</p> <p>Proposed by Angel Goodwin, seconded by Ken Cutting</p>
8. A. O. B.	<p>Jean Leitch – Presented the Chairman with a cheque for £1200 Jean is not only Registration Secretary and a Director of FACTS she is also President of the Inner Wheel and her chosen Charity is FACTS</p> <p>The Chairman thanked Jean for all her hard work in raising such a large sum of money for FACTS The money will be appreciated by both members and users alike He also stated that all donations are greatly appreciated</p>
9 Date of Next AGM	<p>Monday 25th June 2007</p> <p>Meeting closed at 7 50pm</p> <p>Cllr Sir Peter Batho - On behalf of Felixstowe and Suffolk Coastal District Council thanked Gordon, the organisation, volunteers and everyone who works for FACTS, he added FACTS was a useful and worthwhile service in Felixstowe caring for the many people in the community who had difficulty getting out and about He also thanked the Chairman for his invitation and congratulated him on a well run AGM</p> <p>Cllr Doreen Savage – thanked all involved in FACTS</p> <p>Chairman..Date.</p>



FELIXSTOWE AREA COMMUNITY TRANSPORT LTD F A C T S

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Notice is hereby given of the **Annual General Meeting of Felixstowe Area Community Transport Ltd.**

To be held on **Monday June 25th June 2007 at 7.30pm at The Senior Citizen's Centre, Broadway House, Orwell Road, Felixstowe**

AGENDA

- 1. Welcome to Visitors**
- 2. Apologies**
- 3. Minutes of AGM held on Monday 26th June 2006**
- 4. Chairman's Report**
- 5. Consideration of the Examined Accounts**
For the year to 31st March 2007

6. Election of Directors

There are 4 Directors all with specific areas of responsibility

- Mr G Stirrat Company Chairman
- Mr C Wheddon Company Secretary
- Mr D Crerar Training Officer
- Mrs J Leitch Registration Officer
- Mr R Bannister

Note: The directors shall report on their activities to the Quarterly Extraordinary General Meetings. All subscriber members are entitled to attend and vote on the business of the company at these meetings

- 7. Appointment and Fixing of Remuneration of the Auditors**
- 8. A. O. B.**
- 9. Date of Next AGM.**
Monday 30th June 2008