



INTACT AGM 2024



25TH SEPTEMBER

12:30PM - 2:30PM

**A Special AGM to
Honour our Chairman,
Bill for 18 Years of
Leadership.**

Venue: The Intact Centre



FORMAL NOTICE OF

INTACT ANNUAL GENERAL MEETING 2024

Wednesday 25th September 12.30 – 12.30pm

Please come and Join us

We are giving all members and non-members of Intact formal notice of our 2024 Annual General Meeting, which will take place at the Intact Centre.

We hope that you would not want to miss an opportunity to see the great work that was delivered in the community during 2023-2024.

Let's celebrate together with: 12.30 – 2.30pm

- Refreshments
- A catch-up
- And brief look back at all that we have achieved together.

It is also time to say goodbye to Bill, our long standing Chair!

We are always looking for new people to join the Board in order to help give strategic direction to the organisation. At the meeting, two of Intact's Trustees will be standing for re-election. We will also be presenting Intact's Annual Accounts, and our Annual Report.

The Intact Centre

Tel: 01772 760 760

49 Whitby Avenue, Ingot, Preston PR2 3YP



 www.intact-preston.org.uk

 [Intact.Centre.3](https://www.facebook.com/Intact.Centre.3)

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Ingol and Tanterton Community Trust (Intact)

Annual General Meeting (AGM)

Wednesday 25th September 2024 at the Intact Centre

12:30pm – Food and Refreshments

1:30pm – Official AGM Business Meeting

- 1. Welcome and introductions** - Bill Shannon; Chair of Intact
- 2. Apologies**
- 3. Minutes of last year's meeting** - 27st September 2023
- 4. Annual Accounts** – Chair - (full copies available and can be downloaded from our website <https://intact-preston.org.uk/> from the 10th September 2024)
- 5. Appointment of our Accountants and Independent Examiner**
- 6. Re-election of Trustees;** Malcolm Clarke, Gwyneth Mooney
- 7. Proposed Election of new trustees;** Bobby Rathod and Derek Alty
- 8. Appointment of new Chair** – Derek Alty
- 9. Presentation of Annual Report:**
 - ❖ Presentation from the CEO
- 10. Vote of thanks** – Bill Shannon



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Intact Annual General Meeting (AGM) Minutes 28th September 2023

Chair: Bill Shannon

Attending: Derek Alty (Co-opted to Board of Trustees), Malcolm Clarke (Trustee), Pearl Cooper (Staff), Jean Foran (Volunteer), Robert Gregson (Staff), Denise Hartley (Staff), Samantha Holland (Volunteer), Joan Honeychurch (Volunteer), David Humphreys (Staff), Jane Keith (Member), Lizzie Leeke (Staff), Barry Mann (Member), Alistair McCallum (Member), Christine McCallum (Trustee), Ian McKay (Member), David Perryman (Volunteer), Win Perryman (Volunteer) John Potter (Trustee), Jan Rankin (Member), Janette Rigby (Staff), Jonathan Rowland (Volunteer), Helen Slinger (Member) Ray Sudlow (Trustee), Paul Ward (Member), Shannon Williams (Staff), Robert Winder (Member), Sheila Winder

Apologies: Arthur Chappell (Member), Wendy Ferneyhough (Member), Barbara Long (Volunteer), Patsy Jarvis (Member), Stephanie Lees-Pinson (Staff), Gwyneth Mooney (Trustee), Sandra Ponde (Member), Pauline Reynolds (Member), Doreen Williams (Member)

Minute Taker: Matthew Beck

Welcome and Introductions

Bill welcomed attendees to Intact's 30th AGM. Bill will be stepping down from his role as Chairman at the next AGM. A new chairperson will take his place. Bill's contribution to Intact has been invaluable, and he will be greatly missed.

Minutes of the last meeting:

The minutes were unanimously accepted as a true record. No matters arising.

Annual Accounts:

The Trustees and Intact's accountant are still finalising the full version of the accounts. This will be posted on Intact's website at a later date, and sent to the Charities Commission.

The cost of living crisis, and the problems associated with that, have affected Intact, sometimes in unexpected ways. The Intact Centre appeared on Good Morning Britain; this led to the centre receiving funding from Cadent. The funding partly paid for a Warm Space programme. Other charities across Ingol and Tanterton offered Warm Space services. The centres found that service users were not just looking for warm space, but human contact. Intact will run the programme again this year, but will advertise it as a social hub.

The financial year (April 2022 to March 2023) saw a number of personnel changes at Intact. Jane and Christine stood down from their role as Trustees. Bill thanked them for their hard work. Among the staff, Deb, Steffi, Dave, Ian and Lia left Intact. A number of new staff begun work with Intact: Pearl, Amie, Katrina, Amy, Janette and Shannon.

Bill and John have been renegotiating Intact's lease with Lancashire County Council. Previously the council agreed to a 21-year lease. Intact is half-way through this period. The LCC agreed to make this into a 99-year lease. The centre is hoping to sign this off in a few months. The new lease will provide long-term security for Intact to remain at its current site. John added that the lease renewal was a sign of how much the council respected the work carried out by Intact. One councillor said: "We could use an Intact in every town".

Last year Intact's accounts recorded a loss of £25,169; this year the Accounts record a surplus of £27,615. Intact needs to maintain a balance between having enough reserves to prepare for emergencies or difficult times and not having too many reserves to put off funders. Intact is in the healthiest financial position it has ever been. The centre has secured all the grants needed to see Intact through this financial year. Intact's income for the year was £496,350. This included a donation of gold sovereigns, which were sold for £14,000. The donor chose to remain anonymous, but the police confirmed the legality of the donation. Trustees are deciding how to spend this money. Intact members approved the Annual Accounts.

Reappointment of Independent Examiner

Intact members approved the reappointment of Paul Woodburn as Intact's Independent Examiner.

Election and Re-election of Trustees:

Christine McCallum is stepping down from her role as Trustee. Members voted to re-elect Bill Shannon for another year, after which he too will step down.

Proposed Election of New Trustee

Intact is currently looking for two new trustees. Derek Alty has put his name forward. Members will not be asked to elect Derek, as he was approved too late to be elected this time. He will be co-opted to the Board of Trustees this year; members will get to vote for him at the next AGM. Derek explained his background to the AGM. He is a qualified metallurgist. He worked for 40 years as a senior manager and director. Derek retired in 2013, since which he joined Preston Rotary. He has experience as a Trustee. He works for Share It and Gift 92.

Presentation of the Annual Report:

The Annual Report provides a summation of the hard work done by everyone; it is a snapshot of the work achieved by Intact.

Denise thanked Christine for her contribution as Intact's Trustee. Christine's insight into the local community was valued. Christine has also spent many volunteering at Intact, and has been involved in all areas of the centre's work.

Much work is needed to keep Intact financially secure, as both the costs and the demand for services escalate. While it is a challenging time, this year has been the first time that there were no gaps in funding.

On a staff level, the last two years have been challenging for Denise, the staff and the volunteers. The pandemic disrupted operations, and Intact had to start again. This has led to much turbulence and turnover in the last few years. A number of staff and volunteers have left. The centre has no volunteer manager. New staff have been appointed at a difficult time. This has been compounded by recruitment problems, a

common problem across organisations at this time. Intact still has two vacant positions. In the circumstances, the team have done a tremendous job. As the report makes clear, a large amount of work had been carried out at a time when the team have been stretched. The volunteers have also done amazing work to support Intact during this period. There is still a need for more staff, trustees and volunteers.

The service user numbers are rising, and Intact is booming in the services it is offering. Intact is committed to running the Warm Space programme again. Larger numbers are attending social groups and the Pantry, and joining the waiting list for counselling. Cadent have provided funding for services to help community with benefits and financial advice; they have also provided Intact with slow cookers, allowing the centre to run cooking classes and distribute the cookers. Shannon was recruited to look after the Cadent project; she already has many appointments booked.

Intact is hoping recruit again next year. If anyone know a person who would like to get involved in volunteering, there are opportunities at Intact.

Denise thanked Intact's funders and donors.

Vote of Thanks

A thank you was given to everyone for coming, and to Denise, and the Intact staff, volunteers and trustees. Bill also thanked Intact's funders, donors, friends, supporters and members.