

## **BOLTON ADULT AUTISM SUPPORT**

### **Minutes of the Annual General Meeting held on 30<sup>th</sup> November 2016 at Thicketford Care and Community Centre**

#### **1. Welcome and Apologies for Absence**

The Chairman extended a warm welcome to members and reported apologies from Yvonne Poulson and Helen Green. There were ten members present.

#### **2. Minutes of the October 2016 Meeting:**

The minutes of the above meeting were reviewed and agreed as a correct record.

#### **3. Matters arising from the above minutes**

The Chairman reported on the meeting he and the Vice Chair had had with David Ramsbottom at ASC Healthcare on November 3<sup>rd</sup> when a number of items were discussed in relation to updates required to the website. David had agreed to implement all the necessary updates as soon as possible.

Regarding the befriending service the Chairman reported that he was still waiting for a decision from Morrison's Foundation Trust regarding the application for grant submitted in July 2016.

4. It was agreed that Item 7 on the Agenda would be taken next as Alison Thompson was required to attend a personal meeting at about 3.30pm. Alison referred to her address to members at the October meeting and specifically the work she had been asked to undertake by the Transformation Team. In this connection she distributed to each member a card upon which personal experiences regarding the accessing of support services were to be entered. Alison said that these personal experiences were crucial to the work she was doing on behalf of the Transformation team.

The Chairman agreed to collect the cards (anonimised) and forward these onto Alison in due course.

#### **5. Chairman's report for the period 2015/16**

The Chairman spoke of his annual report previously circulated to all members. He gave a comprehensive overview of the successes of the previous year and in particular highlighted the following; desire of trustees to establish a Befriending service for families impacted by ASC's; numerous meetings throughout the year (45 in total) attended by both himself and the Vice Chair on behalf of BAAS; successful referrals of people seeking help with a variety of issues and the provision of carers trips enabled by Carers grant from Bolton CVS.

#### **6. Secretary's report for the period 2015/16**

Barbara Brooks, in presenting her report, highlighted the increasing difficulty in availability of grants for small charities; the failing health of a number of valuable and valued members resulting in their inability to attend meetings and functions as much as they would have liked and finally, Barbara paid tribute to all those people and organisations that had kindly given of their time to come to our meetings and give presentations on a range of topics of importance to members and their families.

#### **7. Honorary Treasurer's Report.**

The Chairman prefaced his presentation by informing members that he and the Vice Chair were pursuing interviews for the post of volunteer Honorary Treasurer and hoped this matter would be settled in the New Year.

The Chairman reported on the financial position of the Charity highlighting income and expenditure over the past twelve months. In particular he reported income of £1,500 and expenditure of £1,366.00. The closing balance of the account being £5,346.48p.

## **8. Election of Trustees for 2016/17**

The Chairman outlined the procedure for the election of officers and reported as follows:

### **8 - 1 Post of Chairman**

The Chairman, Graham Heywood, reported that he had received no nominations for this post but indicated that he would be happy to continue if members so wished, adding that he felt it a privilege to be Chairman and thanked everyone for their support over the last twelve months. The meeting unanimously agreed that Graham continue as Chairman.

### **8 - 2 Post of Vice Chair**

There had been no other nominations for this position. Our immediate past Vice Chair, Roselle Gorman had indicated her willingness to continue in this position and therefore the meeting agreed unanimously that Roselle continue as Vice Chair. At this point, the Vice Chair thanked the Chairman, Graham, on behalf of the group, for his overwhelming support and ceaseless endeavours for BAAS throughout the year.

### **8 - 3 Post of Honorary Treasurer**

In light of the above reference to current interviews that were progressing for this position, the Chairman agreed to continue to fill this post until a new Honorary Treasurer is appointed. This was unanimously agreed by those present.

### **8 - 4 Post of Hon. Secretary**

In the absence of any additional nominations Barbara Brooks agreed to continue as Secretary. The meeting unanimously agreed that Barbara continue as Secretary.

### **8 - 5 Safeguarding Officer**

The Chairman reported that Helen Green had decided to relinquish her position of Safeguarding Officer, for at least the time being. This decision was due to her continuing poor health and as no other nominations had been received for this position, the Chairman was to continue to cover this post for the time being. The Chairman referred members to the Charity's Safe Guarding Policy on the web site.

## **9. Election of Non Executive Officers**

The following members were elected: Debbie Newell, Elaine Birch and Eira Heywood. There were therefore, three vacancies outstanding, one of which is taken up by the responsibilities of the Safeguarding Officer.

## **10. Any Other Business**

The Chairman reminded members of the departure location and time for the Carers Trip to see 'Billy Elliot' at the Palace Theatre on Saturday 17<sup>th</sup> December 2016.

## **11. Dates of Next Meetings**

It was agreed that there be no monthly meeting in January.  
The next Drop In session at Commerce House would be the 28<sup>th</sup> January 2017.  
The next monthly meeting would take place on Wednesday 22<sup>nd</sup> February 2017.