



## **STOCKPORT AND DISTRICT MIND 49TH ANNUAL GENERAL MEETING**

**Friday 15<sup>th</sup> January 2021, commenced 12pm via Zoom video call**

**AGM for the financial year April 1<sup>st</sup> 2019 - 31<sup>st</sup> March 2020**

**MINUTES (Draft, for approval at 2021 AGM)**

### **In attendance:**

Shirley Williams (Chair), Collin McCabe (General Manager), Peter Miles (Vice Chair), John Kendrick (Treasurer), Kay Day (Trustee), Mark Baxandall (Trustee), Yvonne Awenat (Trustee), Dennis Mullings, Joanne Strickleton, Laura Livesey, Lisa Bracewell, Lyndsey Norman, Marcus Raymond, Chris Batchelor, Hazel Penney, Janet Lomas, Jon Herring, June Somekh, Margaret Batchelor, Pat Geraci, Paul Carter, Sue Walker

### **1. Welcome**

Shirley Williams, Chair of Stockport & District Mind, welcomed everyone to the AGM. She reminded participants that we usually have a presentation about one of our services/research before the formal AGM meeting, then finish with lunch and conversations. However, due to Coronavirus, this meeting has had to be held virtually (Charity Commission compliant) using video call software; a first for this and many other organisations. AGMs are usually held around September/October following the end of previous financial year (end of March 2020) but due to C-19 impact, it is a delayed meeting (Charity Commission compliant).

### **2. Apologies**

Formal apologies were received from Charlotte Baxter, Donna Moore, John Davies, Kevin Brosnahan, Marita Moore. We were aware that others would have liked to attend but did not have appropriate technology.

### **3. Updates from Chair and General Manager**

#### **Chair's Report: Shirley Williams:**

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2019/20 was a challenging year. Stockport Mind has always had ups-and-downs, but we were particularly disappointed at being unsuccessful with the retendering/changed focus of 'The Alliance' contract with SMBC, which meant 3 staff moved to the successful bidder under 'The Transfer of Undertakings (Protection of Employment) Regulations 2006' TUPE<sup>1</sup>. This significantly

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<sup>1</sup> <https://www.legislation.gov.uk/ukxi/2006/246/contents/made>

impacted on our overall income, though the organisation remained financially compliant throughout the year.

Plans were in place to ensure that financial compliance continued and other services continued to be delivered as well as new developments. However, as we all know, the world changed with the arrival of Coronavirus and its impact on face to face individual and group meetings, training, and student placements.

Some examples of developments over the year that were impacted by the -Coronavirus and lock downs were:

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- We had just achieved 1 year funding for a Carers' Choir which was open to all Carers in Stockport and numbers were growing, but meetings had to be suspended;
  - Our contract to deliver an Isolation and Social Engagement Service alongside Age UK Stockport came to an end, but we found alternative funding and continued this service, which is of course particularly important during the pandemic period, though it has had to be almost entirely by telephone/letter contact.
  - We had three social work students in the last financial year, one of whom became a short term staff member, but we have been unable to support placements this year. This meant both a loss of support to enable increased service offers, and also loss of income from Universities.
  - We secured funding from a local Rotary Club for some mobile phones, to be able to equip volunteers to support our work remotely, in a data-secure way.
  - Some positive news was that we were successful in a 2 year funding bid to recruit a part-time Community Advocate, plus another half-time advocacy post more recently, to work with East Cheshire CAB. This area is on our border and we have always had people phoning for support from Cheshire East. Previously we were able to have supportive conversations, but unable to offer an ongoing service. This new project changes that and shows commitment from the funder, East Cheshire CCG. We hope to be funded to provide more mental health support in that area.
  - We have had our Mind Quality Mark accreditation process this year, which turned into a major piece of work that is still ongoing.

Shirley thanked all staff, volunteers, and trustees for their work over the year, particularly their commitment and willingness to adapt quickly to continue to support those experiencing mental health problems and those family/friends caring for them.

#### **General Manager Report: Collin McCabe – working during the Covid epidemic:**

- The last year has been a challenge. No staff were furloughed and we managed to maintain some office presence
- We quickly implemented home-working and made outbound calls to *all* people we had been supporting, including Carers and people who would usually access support groups. The helpline continued, and PPE equipment was purchased to enable home visits where required. As a result of some success in bids for small amounts of Covid focused funding, we recruited some new staff on short-term contracts, and a number of Volunteers, particularly to assist with increasing regular proactive calling of people needing support.

- We supported Carers with their peer support group to continue online via Zoom; a ‘How Do I...?’ course for Carers was delivered ‘virtually’.
- We increased our social media presence keeping our supporters up-to-date with information and resources on support.
- Our Thursday at One group members have been sending in artwork from work done at home to feature on the website.
- Winter Wellbeing packs were distributed to more than 130 people before Christmas, and were really well-received. Staff have received great feedback on all aspects of support.

None of this would have been possible without the dedication of staff, trustees and volunteers, who have gone above and beyond. This year has been a real challenge for most people, and the team have juggled supporting the people we serve with their own families at home, and other challenges.

#### **4. Minutes and matters arising from AGM 18<sup>th</sup> October 2019**

The minutes were sent out with agenda and no questions were raised. Acceptance of the minutes was:

Proposed by June Somekh - member

Seconded by Chris Batchelor – volunteer and member

Decision: All ‘present’ agreed the minutes from the 2019/20 AGM as a correct record. There were no matters arising.

Articles of Association – the Chair proposed to adopt the standard form of the most recent Governing Document as recommended by the Charity Commission<sup>2</sup>, which will replace our previous ‘Memorandum Document’. This was recommended by the Board of Trustees.

Decision: All members agreed with the proposal by a show of ‘zoomed’ hands.

#### **5. Treasurer’s Report and Acceptance of Annual Report and Accounts**

**Treasurer, John Kendrick:**

- An overview of our income trend over last five years demonstrates a challenging picture. The loss of the ‘Alliance’ contract resulted in quite a drop in income.
- An overview of inflow/outflow demonstrates conscious decisions by trustees to spend some of the money in reserves to continue to support service delivery.
- Our income is dominated by the Carers Support Service contract, which is up for re-tender with SMBC this year.
- We are a front-facing support organisation and 75% of our spending is on staff salaries.

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<sup>2</sup> Articles of Association - Stockport and District Mind (Revision 2)

- The current year forecast (2020/21) shows an outflow of £10k, but we may break even by 31<sup>st</sup> March 2021.

Decision: approval of the accounts Paul Carter (member) proposed, and seconded by June Somekh, and agreed by all members.

## **6. Appointment of Reporting Accountants**

Slade & Cooper, specialists in the Charity sector, continue to provide a good professional service as accountants and ensure we conform to regulations.

Approval of the reappointment of Slade & Cooper was proposed by Hazel Penney (volunteer and member) and seconded by Paul Carter. Proposal agreed by all.

## **7. Election of Trustees/Directors**

Trustees must stand down every three years of service and, if they wish, put themselves forward for re-election. The following trustees were re-elected, proposed by Paul Carter and seconded by June Somekh:

Shirley Williams  
Peter Miles  
Kay Day  
Mark Baxandall

Shirley Williams was re-elected as Chair but with a view to the appointment of a new Chair within the next year. Trustee recruitment is in development across the five local Minds in Greater Manchester, so we will be involved in this and recruiting more trustees/Board members as part of this project.

## **8. Any other business**

Shirley introduced some of our more recent staff joiners as well as long-standing staff:

She thanked all staff and volunteers, including her colleague trustees for all their skill and dedication to support people in Stockport, particularly during this last very difficult few months. Many people have experienced fear and distress, particularly those already struggling to manage their mental ill health. She also thanked all the members, and individuals and organisations who continue to support us, including those individuals who have been able to donate and organisations that have awarded grants so that we can continue to serve some of the most vulnerable people in Stockport.

Everyone was thanked for joining this zoomed AGM, and were reminded to keep talking, keep socially engaging, even at a virtual or face to face 2 metre distance from each other, and to keep supporting Stockport Mind.

Lisa Bracewell (staff member) reflected thanks back to the Chair, supported by all, recognising how fortunate we are to have to have her energy and expertise as Chair of Trustees, not forgetting the regular provision of oranges and biscuits in the office!

## **9. Close of Formal Business**

The Chair thanked everyone for attending and for their continuing support and brought the meeting to a close at 1.05pm.