

## Autism Bucks - Annual General Meeting

<b>Date:</b>	19 <sup>th</sup> July 2021
<b>Time:</b>	<b>7.00pm</b>
<b>Venue:</b>	<a href="#">Join Meeting Here</a>  Meeting ID: 812 4746 5959 Passcode: 249266

### Attendees

Zita Calkin
Martin Hollett
Paulette Hunn
Paula Strawbridge
Sue Keating
Neil Cary
Simon
David

Item	Agenda Item	
1.	<b>Opening Remarks</b>	Zita Calkin
	Zita Calkin welcomed everyone and explained how the meeting would run, including how voting will be carried out when required. Everyone introduced themselves.	
2.	<b>Chair's Report</b>	Zita Calkin
	<p>Zita Calkin remarked on how much had happened since the first AGM, only two years ago. Zita referenced the reports that were circulated to members prior to the meeting and thanked all those who had sent comments and questions.</p> <p>Zita reminded those present that despite the restrictions we have all experienced this last 18months it is remarkable how much has been accomplished. The difficulties faced by everyone, the lack of face to face meetings, and the impact on funding has been a challenge for us all. However, it has given us a welcomed opportunity to reflect and focus on our priorities and develop a clearer picture of what Autism Bucks can achieve.</p> <p>The Chair's report was a reminder of the aims of Autism Bucks and its key areas of work and function.</p> <p>Reports by principal officers circulated prior to meeting:</p> <ul style="list-style-type: none"> <li>• Operational – Peer Social &amp; Support Groups</li> <li>• Operational – Awareness Programme</li> <li>• Website</li> </ul>	

	Zita acknowledged that there was a lot to read in the reports, but this was a positive reflection on the amount of work that has been able to continue. Members were encouraged to read the reports at a later time.	
<b>3.</b>	<b>Treasurer's Report</b>	Martin Hollett
	<p>In line with the Charity Commission rules, the accounts for the year ended 4<sup>th</sup> April 2021 were circulated prior to the meeting.</p> <p>We started the year with grants from BCC and Heart of Bucks for projects linked to awareness, member groups and the website.</p> <p>Fundraising has been greatly impacted by Covid but so have our costs as our operations have been limited by lockdown and other regulations. Generally our core costs have mainly been in maintaining the website and operating the member social group meetings.</p> <p>In comparison with last year we have managed to greatly reduce our spend in these areas:  We moved to maintaining the Autism Bucks website on a voluntary basis, and whilst this has not operated smoothly we have separately invested money in improvements to better match our needs now and in the future.  For the social meetings, we have avoided the costs of hiring venues and instead used a mix of Zoom meetings and host venues such as the Bucks Museum and Paralympic museums.</p> <p>The trustees receive no payments or emoluments.</p> <p>Overall our accounts have needed to become more complex, both as a result of having Grant funded activities to manage and working towards a higher standard of accounting as required by the Charities Commission and Companies House. We are in a much better position in understanding our finances and how to manage them. Even more important we are in reasonable shape as we begin the second quarter of our financial year.</p> <p><b>All present were asked to vote their approval of the accounts; the vote to accept the accounts was unanimous.</b></p>	
<b>4.</b>	<b>Auditors</b>	Martin Hollett
	<p>The accounts have also been examined by Jonathan Bullock CGMA, ACMA Chartered Institute of Accountants. Jonathan has also agreed to examine the accounts next year.</p> <p>Martin Hollett, the Treasurer, made a personal thanks to Jonathan Bullock for his guidance in preparing and examining the accounts for the Authorities</p> <p><b>All present were asked to vote their approval of this appointment; the vote was</b></p>	

	<b>unanimous in favour of this appointment; the meeting thanked Jonathan for his work and support.</b>	
<b>5.</b>	<b>Appointment of Trustees and Key Offices</b>	Zita Calkin
	<p>During the year Zita Calkin served as chair and Secretary, and Martin Hollett has served as Treasurer. Other trustees for the year have been Paula Strawbridge, Paulette Hunn, Sue Keating and Pippa Richardson.</p> <p>The meeting thanked the trustees for their work this year, and also all the volunteers, without whom we would not be able to operate as effectively</p> <p>Sadly Pippa Richardson had to stand down during the course of the year for personal reasons and we thank her for her contribution.</p> <p>We welcome Neil Cary who joined Autism Bucks this month as our digital lead.</p> <p>Sadly Zita has decided to stand down from the chair and retire as trustee, due to work and personal commitments. With no trustees currently prepared to stand as chair we are actively recruiting to this role and other trustee roles to take the charity into its next period of growth and consolidation.</p> <p>We welcome anybody who wishes to serve as a trustee of the charity and would recommend anyone interested to talk to any of the board members after this meeting.</p> <p>All other current trustees are members of the board and have agreed to stand for a further year, with Sue Keating as Secretary Martin Hollett as Treasurer Paulette Hunn looking after Operations Neil Cary as Digital Lead and Paula Strawbridge as trustee</p> <p><b>All present were asked to vote their approval of these appointments; the vote was unanimous in favour of appointments.</b></p>	
<b>6.</b>	<b>Members' Proposed Resolutions</b>	
	No member proposed resolutions have been submitted.	
<b>7.</b>	<b>AOB</b>	
	<ul style="list-style-type: none"> <li>Zita suggested that at future meetings definitions, explanations and a</li> </ul>	

	<p>glossary of Charity Commission terms should be included.</p> <ul style="list-style-type: none"> <li>• Website launch –</li> <li>• Award for meritorious contributions to the charity – presented by Martin Hollett</li> </ul>	
<b>8.</b>	<b>Closing Remarks</b>	
	<p>Zita thanked everyone for their attendance to the meeting. As the outgoing chair, she expressed her thanks to all those present, the ongoing support and commitment of members, volunteers and trustees and wished continued success and an exciting future for Autism Bucks.</p> <p>The meeting ended at 8.10pm</p>	