

**Hands Together LUDLOW**  
**Annual General Meeting**  
**3.00pm, 16<sup>th</sup> May 2024**  
**held at 15 Lower Galdeford, Ludlow, SY8 1RU.**

**Welcome:**

Sue Chantler, HTL Chair, called the meeting to order and welcomed all those attending.

**Attendees:**

See Appendix 1.

There were 35 attendees, of which the Trustees (numbering 7 in attendance), staff and Friends were eligible under the terms of the Hands Together Ludlow Constitution to vote and had completed membership forms for the purposes of voting at the AGM.

**Apologies:**

See Appendix 2.

**Minutes of the last meeting:**

The minutes of the previous AGM held on 18th May 2023 were agreed by the meeting as an accurate record and signed by the Chair.

There were no matters arising.

**Statement of Accounts:**

The Hands Together Ludlow Treasurer, Mike Beazley gave a brief overview of the accounts for the financial year 2023 and confirmed that HTL was in a sound financial position. Income over the year had decreased slightly on 2022 figures and expenditure had increased significantly, mainly due to a full year of costs associated with the HTL rented offices and the addition of new staff. For the year 2023, total income had been £154k and expenditure £160k, with a carry forward at the end of the year of £137k.

Mike confirmed that in 2023 HTL had opened a deposit account and was currently in the process of opening an investment account to diversify monetary assets to reduce risk and meet insurance requirements, within the constraints of the HTL ethical investment policy.

Mike also confirmed that in 2022 and 2023 HTL had used Alan Layng as the external auditor for the accounts and that he was happy to do this again for 2024. Mike proposed that the meeting approved this appointment, which was agreed. Mike took the opportunity to thank Alan for his continued support. Mike invited questions from the meeting. Mike Owens queried what the initials CCLA, with whom HTL were opening an investment account stood for. Mike Beazley was uncertain.

Sue Chantler thanked Mike for his report and continued support as HTL Treasurer.

**Annual Report:**

Sue Chantler referred all to the 2023 Annual Report and thanked staff for producing the booklet. Following on from the Treasurer's report Sue confirmed that HTL has three pillars to the funding strategy - grants, for example from The National Lottery, and levelling up

money from the UK Shared Prosperity Fund; local funders; and individual donors and the recently launched Friends Scheme.

All projects remained focused on supporting the mental and physical wellbeing of the community within Ludlow and the surrounding area.

Sue invited questions from the meeting and David Burton asked if the Friends scheme was open to organisations. Sue confirmed that it was only for individuals at present but that under the terms of the HTL Constitution organisational membership would be allowed, however, the Trustees must agree every change proposed and this had not yet been discussed as an option.

### **Appointment of Trustees:**

Since the previous AGM in May 2023, Ann Sutcliffe, Rev Simon Lambourne, Gwyneth Bowyer and David Harlington had stood down as Trustees. Sue took the opportunity to thank all for their support of the Charity.

During 2023 HTL had put in place a recruitment process to look for potential new Trustees. As part of the volunteer recruitment process Nicola Read, the HTL Volunteer Coordinator has been looking at whether new applicants might be interested in becoming a Trustee and discussing that with them before putting their name forward to Sue as Chair of Trustees, and then the wider Board. In this way Sue was able to confirm the appointment of four new Trustees who had been co-opted using this process during the year, and who now needed formally electing as part of the AGM meeting. The four new Trustees standing for election were Helen Rooker, Rob Jenkins, Nick Young and Marc Gaunt. The appointments were agreed by the meeting.

At this point of the meeting Sue briefly handed over to Chris Deaves, the HTL Vice Chair as under section 13 of the Hands Together Ludlow Constitution, Trustees stand for three-year terms, with a minimum of three individuals obliged to stand down at each AGM and be re-elected if they chose to and if the meeting agrees. Sue had reached the end of her three-year term and therefore needed to stand down and be re-elected by the meeting. Chris confirmed that Sue was happy to stand for a further three-year term and to remain as Chair of Hands Together Ludlow. This reappointment was approved by the meeting.

### **Any Other Business:**

Chris took the opportunity to thank Nick Young for the fundraising he had done throughout 2023 and into 2024 and to congratulate him for completing the London Marathon. All agreed.

Sue Chantler invited any further questions for discussion. None were raised.

### **Date and time of next meeting:**

Hands Together Ludlow's next AGM will be held in May 2025, on a date and time, and at a venue which will be decided by the Trustees at a later date.

Sue Chantler thanked all those who had taken the time and trouble to attend the meeting.

Meeting closed at 3.15pm.

## Appendix 1: AGM Attendees

	First name	Last name	Link with HTL	Members
1	Sue	Chantler	Trustee/Friend	✓
2	Chris	Deaves	Trustee	✓
3	Mike	Beazley	Trustee	✓
4	Janna	Vigar	Trustee/Friend	✓
5	Helen	Rooker	Trustee/Friend	✓
6	Nick	Young	Trustee	✓
7	Rob	Jenkins	Trustee	✓
8	Susie	O'Hagan	Staff	✓
9	Sarah	Kellett	Staff	✓
10	Abi	Elder	Staff	✓
11	Julia	Doig	Staff	✓
12	Nicola	Read	Staff	✓
13	Andy	Fensome	Staff	✓
14	Mike	Owens	Former Trustee/Friend	✓
15	David	Harlington	Former Trustee	
16	Cathy	Pritchard	Former Trustee	
17	David	Burton	Volunteer/Men's Shed	
18	Richard	Ellis	Volunteer/Men's Shed	
19	Mark	Mantle	Volunteer/Men's Shed	
20	Robin	Pote	Volunteer/Men's Shed	
21	John	Perry	Volunteer/Men's Shed	
22	Roger	Davies	Volunteer/Men's Shed	
23	Alison	Cundall	Funder	
24	Richard	Cundall	Funder	
25	David	Chantler	Friend	✓
26	Chris	Evans	Friend	✓
27	Roger	Davies	Volunteer	
28	Charlie	Bell	Volunteer	
29	John	Perry	Volunteer	
30	Shirley	Gozen	Volunteer	
31	Carol	Bryan	Volunteer	
32	Jim	Morgan	Volunteer	
33	Sue	Campbell	Volunteer	
34	Ela	Moakes	Volunteer	
35	Margaret	Mitchie	Volunteer	

## Appendix 2: Apologies

1	Angelos	Frangopoulos	Friend
2	Rebecca	Frangopoulos	Friend
3	Jeff	Rooker	Friend
4	Rhoddy	Swire	Supporter
5	Georgina	Swire	Supporter
6	Tony	Mahalski	Friend