

Osborne Partnership

ANNUAL GENERAL MEETING (AGM) of the BOARD OF TRUSTEES

Tuesday 19th August 2025 @ 11.45am (Board Room)

MINUTES:

Present:

Janet Handley, Trustee & Chair
Sheila Apps, Trustee
Sandra Wade, Trustee
Jeanette Downs, Trustee
Steve Delaney (Chief Executive & Company Secretary – non voting)
Jacki Golds (Operations Manager, Quality & Improvement – non voting)
Karen Jordan (Finance & HR Manager – non voting)

Apologies:

Terry Wade, Trustee
Karen Day, Trustee

1. **Welcome** – The Chair of the Board of Trustees, Janet Handley, welcomed all to the AGM.
2. **Apologies** – None.
3. **Proxy Vote(s)** – Two (2) – Terry Wade nominated Sandra Wade. Karen Day nominated the Chair Janet Handley.

Ordinary Business:

4. **Year End Accounts 2024 – 2025:** Trustees discussed the Year End Accounts 2024 – 25 and noted the relevant points:
 - A loss of c£25K over the year.
 - Operating position roughly came in at even and the loss largely relates to the investments in the Centre, and the refurbishments programme conducted last Christmas close down.

Trustees unanimously approved the Year End Accounts 2024 – 25 and instructed the Chair to sign them for uploading to Companies House and to the Charities Commission prior to the required due dates. In addition, Trustees instructed the Chair to sign the Letter of Representation.

Chief Executive (and Company Secretary) instructed to forward completed documents to the accountants to meet the auditing deadline of 31st December 2025 (Companies House) and 31st January 2026 (Charities Commission).

5. **Accountants:** Trustees approved the appointment as Company auditors Messrs. Brindley Goldstein Ltd for the financial year 2025 – 26. The appointment was approved under delegated authority to the Chief Executive

Other Business:

6. None.

7. Close: The AGM meeting concluded at 12.15pm.

8. Date of Next Meeting – To be confirmed at a later date.

Signed by Order of the Board of Trustees.

A handwritten signature in black ink, appearing to read 'J Handley', with a large, sweeping loop at the end.

Janet Handley,

Chair of the Board of Trustees.

Date: 19th August 2025.