

Partially Sighted Society Havering

Established 1977

(Registered Charity No. 1186148)



Minutes of Annual General Meeting held on 20th May 2024

1. Welcome

John welcomed all, especially our new volunteer driver, Ian Woodhouse

2. Apologies

Eve Farraud, Marie Broad, Sylvia Fisher, Jeanette Smith, David Julian, Liz Skipp. Steve Ellis, Chris Nicholass, Martin Adams and Jackie Burr

Attendance - There were 26 members present.

3. 2022 Minutes

The Minutes from the May 2023 AGM were read out by Janice. They were accepted as a true record of that meeting by the members present. Proposed Glynda Davison and seconded by Sean Murphy.

4. Matters Arising

There were no matters arising.

5. Chairman's Report

John mentioned that it was our 4th AGM since becoming an independent charity. This has been different in that everything has gone very well, with the council having been very accommodating and having left us alone, so we will see how long this situation remains.

We had some great activities. In July there was the now annual 'Social Gathering' at the Garden for the Blind in Harrow Lodge Park, a free event for all the visually impaired community which was very well attended, as was the barbeque in August with Jason and Dan our excellent new chefs. In addition, Anna and Michael arranged theatre trips and Glynda organised some great Drop-In activities.

We have had some wonderful entertainment on the Monday evenings last year with some regular and new entertainers. John hoped that the members enjoyed it as much as he has and have liked the altered timing of the entertainment (8-9pm).

The Tuesday Drop-In group have been amazing, with the friendly welcome from the volunteers and their knowledge of the items demonstrated in the Sensory Demonstration Room. The talks and demonstrations on 1st Tuesday of each month has made a difference to people's lives.

8 new members joined the group, including a volunteer driver. One member has moved away. We lost 2 people which was very sad but thankfully less than the 7 from the previous year. We now have 12 regular volunteer drivers and 3 who are willing to help when necessary, a wonderful group of people who give up their time for free and use their own petrol, so he asked that members continue to show their appreciation.

Policies

Risk Assessments Policies – these keep our members, volunteers and entertainers safe on a day to day basis. They are in place for both groups and the barbecue.

Safeguarding Policies – Being a registered charity these have to be in place to make sure everything is being done to make you feel safe on a long and short term basis. Amongst these is a requirement to carry out a fire drill from time to time, which will take place soon.

General Data Protection Regulation (GDPR) – Out of the 49 GDPR forms needed to be completed last year, 48 members signed their forms and the remaining person failing to do so was removed from the list. This year there was just 1 member, Members will be asked to give their consent when their 5-year period has expired.

The above 3 policies are reviewed and updated each year and are available to see on request. John has copies on him and also copies are available at the Drop-In.

PPL License (Phonographic Performance Ltd) – this enables us to play recorded music in a public place. The fee for this license is collected on behalf of record companies and artists.

Public Liability Insurance – this is for everything we do, whether at Yew Tree or other locations and covers items bought for the demonstration room. The indemnity cover is £5 million.

Committee Members – some are also Trustees on other charities and have attended their meetings. This helps to ensure we are working together and able to support each other. We would love to have on board anyone wishing to join the Committee. We meet every 3 months at Hornchurch Fire Station.

Haverling Talking Newspaper – they have done a great job, including all John's updates every 2 weeks. Mo Brace and Dennis Lynch are very good at reminding John when they are recording to enable him to have time to put the information together.

Sally Slattery – Sally stepped down as Treasurer at our last AGM after having been in the role and having done an amazing job for very many years. We will always be extremely grateful for her hard work and dedication during that time. John thanked both Sally and Peter Slattery, who have been active Committee members for as long as John could remember and have attended almost all meetings which has been remarkable considering they have come from Southend to do so.

Thank you's – John thanked the Committee, those in the Drop-In and Resource Centre team, tea ladies, Wenda Cordell with the raffle and those donating prizes, drivers, 1st Upminster Scout Group for allowing us to use their hall and grounds, Harrow Lodge Leisure Centre for letting us use their tables and chairs for the Social Gathering, the caretakers and finally the members who make the society what it is. Janice concluded with a thank you to John for all his hard work and being the mainstay of the Society.

6. Secretary's Report

Janice mentioned the usual typing up of Minutes and sending thank you letters for donations. She has been able to help out with the driving to events and went to the Drop-In to help out there. It's such a wonderful friendly group and full of useful and practical information. The summer events went well and Monday evening entertainment very successful with the quizzes, singers and speakers. Unfortunately, both John and Ian Geast (singer) could not attend the Christmas party but Peter did a great job in taking charge and Paul Seckleman saved the day with his music so we all enjoyed the evening nevertheless. Then there were all the theatre events organised by Anna and Michael so plenty going on. So here's to another successful year for PSSH.

7. Treasurer's Report

Barbara started by commenting that she did not think that from becoming a volunteer driver she would become a member of the Committee but the fact that this was a wonderful group of people persuaded her to do so.

Peter was thanked for providing the spreadsheet so she just needed to fill in the figures. Barbara has found a volunteer to verify the accounts, he is the Treasurer of the Habbit Factory for whom Barbara also volunteers.

It took nearly 6 months to have Sally removed and Jeanette and herself added as a signatory. She has also set up internet banking so she can give people the banking details.

We finally received an invoice for Yew Tree hall hire and paid up to February 2024 but despite requests, have so far received no further invoices

The income/expenditure accounts sheets were on the various tables to be taken away if wished and Barbara read out the figures.

Total Income £6,724.74, Expenditure £6,257.70, Profit £468.04
Bank Balance: £10,963.42, Cash Balance: £768.20

8.Social Secretary's Report

In Jeanette Smith's absence, Peter read the report

'We have continued to provide a varied entertainment program throughout the year which seemed to have been enjoyed. It is particularly good when we have an entertainer that interacts with us all.

Over the year we have had Rob T with his ukulele, the Saxophonics, Geri Lyn, Angie Walk, Linda Hall and Pete Lavell come to entertain us while Paul Seckleman provided the music for the Christmas party and the music quiz. There was Sandra's quiz in January and Peter Wilson's talk about the Royal Mews.

For the rest of 2024 we have the following:

June – Angie Walk, Singer

July - David Caulfield will be here in with songs and stories from the sixties

August – Barbecue

September - Michael Farley will be giving a talk on St George (spoke previously about Henry VIII)

November – Musical Quiz by Paul Seckleman

December – Ian Geast will be providing the entertainment for the Christmas Party.

I would like to thank those that have recommended an entertainer they have seen which may have been suitable for our club. Tracy suggested a singer who I contacted but he is not available on Monday evenings. I would appreciate any other possible recommendations going forward,

9.Membership Secretary's Report

In Steve Ellis's absence, Peter read out his report.

'We have currently 67 members

New Members – 7

Mrs Barbara Hayday - May 2023

Mrs Jan Taffs - July 2023

Mrs Phil Rackham - November 2023

Mrs Pauline Kinber - February 2024

Mrs Margaret Thomson - March 2024

Mrs Dianne Dyer (mm) - May 2024

Mrs Pat Furnell (mm) - May 2024
Dianne and Pat are minimum membership (mm)
New volunteer driver – 1
Mrs Jane Trevor - October 2023
Moved Away – 1
Betty Baker - 4th July 2023
Sadly, passed away - 2 (as opposed to 7 last year)
Mr Gwyn Halliwell - 9th July 2023
Mr Ken Furnell - 14th February 2024

10.Transport Secretary Report

John praised the 12 amazing volunteer drivers we have at present, plus a further 3 who were willing to help when needed.

He also thanked the new driver, Jane Trevor, and for passing on a possible new member.

Having this amount of drivers means that everyone's journeys are in comfort and speedy.

John thanked all members who had let him know in advance that they were not attending the group, allowing him to let the drivers know, saving them time and money.

At this point we stopped for a refreshment break.

11.Resource Centre Report

Glynda said they had had another good year with ever improving numbers, the average being around 25.

We have had many visitors to the Resources Room and have been able to give information when required. We are continuing to have a speaker or demonstration on the first Tuesday of the month.

Visits

From MTR Elizabeth Line to inform us regarding the various ways of getting assistance when travelling. They also accompanied a group of us when we visited the Reeding Museum; Clover at Tesco; RNIB; our sensory worker; the British Wireless for the Blind with many people being able to order equipment for free; Havering Talking Newspaper; Havering Carers Hub and the sensory worker from Barking & Dagenham.

We celebrated the Kings Coronation; had a Hot Cross Buns afternoon; summer event with fish and chips, drinks and ice cream; Christmas party with all the trimmings and a domino bingo afternoon.

For those who have not attended, all are welcome and we meet at Yew Tree on Tuesdays 12.30-3pm. We share information and ideas over a cuppa and biscuit or cake. Jo Erwin-Hunt reads articles from the national paper and we have discussions about them. There is a raffle each week. Also an easy reader is available if you wish to listen to your own mail and someone will assist you to get started.

Glynda added that Anna Slattery had agreed to join their team and she would like to thank her and the rest of the team, Chris, Sandra and Malcolm. Not to forget the very important people, Gene Holroyde, Denise Robinson and Jo Erwin-Hunt as they help in many ways but without them we could not have our hot drinks.

12.Activity Report

Over the past year April to March Anna and Michael have organised 5 shows at the Queen's Theatre and 5 West End shows. They are working through any suggestions for places to visit. If you haven't heard from them yet, it's either a work in progress or they have had a look and Anna has forgotten to say that it is not suitable.

Upcoming events

Epping & Ongar for 7/8, there are places still available.

Royal Mews – 20/6 – more details available soon.

Kew Gardens – 22/5 – public transport only, no minibus. Depart from either Elm Park or Romford stations at 10.30am.

Works in Progress

Brewery Tour, Backstage Tour at Queen's Theatre, Panto, Parliament

There will now be a non-refundable £5 deposit for everyone going on the list for upcoming events. Those who have paid fully will get preference for travelling on the minibus.

The Committee Resigned

13.Elections

Tracy Pearce was elected to the Committee, proposed Peter Slattery, seconded Sean Murphy.

The Committee were re-elected en-bloc, proposed Don Harris, seconded Dave Lander.

14.Any Other Business

Glynda brought in some cushions to raise money for the charity Neuroblastoma. They are £5 for anyone wishing to purchase.

Meeting ended 9.44pm

artially Sighted Society Havering - Registered Charity Nu
Accounts for the year end 31 March 2024

<u>Profit and Loss Account</u>	<u>Social</u>	<u>Drop - In</u>
<u>Income</u>		
Barbecue Charge	£170.00	
Day Trip	£915.00	
Donations	£652.00	£190.50
Memoriam (Bennet)	£500.00	
Pens & Badges	£60.00	
Raffle	£544.50	£945.00
Red Pots	£125.74	
Subscriptions	£760.00	£1,030.00
Theatre - Sales	£887.00	
Diaries/Calendars	£176.00	
	£4,790.24	£2,165.50
<u>Expenditure</u>		
Barbecue Food	£209.11	
Barbecue & Hall Hire	£791.60	
Christmas Party	£61.50	£748.58
D B S Checks	£48.60	
Day Trip	£1,276.00	
Diaries/Calendars	£80.68	
Donation	£37.00	
Entertainment	£572.51	
Fish Chip Supper	£225.00	
Insurance	£194.96	
LBH Yew Tree Hall Hire	£600.00	
PPL Licence	£80.06	
Postage/Key Cutting	£15.00	
Raffle	£37.52	
Refreshments	£16.94	£106.39
Shopping Bags	£2.40	
Summer / Easter events		£265.04
Stationary		£16.56
Theatre Tickets	£872.25	
Other	£14.44	
	£5,135.57	£1,136.57
Surplus / (Deficit)	-£345.33	£1,028.93

Partially Sighted Society Havering - Registered Charity Nu
Accounts for the year end 31 March 2024

Balance Sheet

31st March 24

Assets

Cash @ 31st March	£437.78
Bank @ 31st March	£10,363.76

£10,801.54

Liabilities

Reserves at 31st March 23	£10,117.94
Profit / (loss) on activities to 31st March 24	£683.60

£10,801.54

Prepared by: Barbara Hensher
24th August 2024

mber: 118614

Total

£170.00
£915.00
£842.50
£500.00
£60.00
£1,489.50
£125.74
£1,790.00
£887.00
£176.00

£6,955.74

£209.11
£791.60
£810.08
£48.60
£1,276.00
£80.68
£37.00
£572.51
£225.00
£194.96
£600.00
£80.06
£15.00
£37.52
£123.33
£2.40
£265.04
£16.56
£872.25
£14.44

£6,272.14

£683.60

mber: 118614

31st March 23

£630.94
£9,487.00
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£10,117.94

£10,117.94
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£10,117.94