

Darlington & District Talking Newspaper (DDTN)



Annual General Meeting 2022

We are pleased to invite you to our Annual General Meeting (AGM) on **Monday 11 April 2022 at 6.00pm.**

Due to ongoing Covid-19 concerns the meeting will be held using Zoom – the internet meeting facility. If you wish to join the Zoom meeting please contact the office (see below) with your email address and you will be sent a link.

You can vote at the AGM if, on that date, you are a member of DDTN (i.e. a registered listener and/ or volunteer). Each member has one vote.

If you are unable to attend the Zoom meeting, you may appoint our Secretary, Kate Grogan, as your Proxy to vote on your behalf. You can specify how you want your vote to be cast on each resolution using the enclosed Proxy form. The completed form must be received by the Secretary by **Monday 11 April at 12 noon.**

Included with this letter are:

1. AGM Agenda 2022
2. Minutes of AGM held 10 May 2021
3. Trustees Annual Report 2022
4. Statement of Accounts
5. A proposed resolution to accept the Appointment of Taxation Advisory Services as Auditors for 2022
6. List of potential Charity Trustees
7. Election of Officials
8. Proxy Voting Form 2022

Registered Charity No: 1188452
www.darlingtontalkingnewspaper.co.uk
Telephone: 01325 465101
dtnewspaper@outlook.com

Website:

Email:

These documents will also be available on our website. If you have any questions or comments please email or call us. We hope you will be able to attend and look forward to hearing from you.

1. AGM Agenda - 11 April 2022 - 6.00 pm by Zoom

1	Chair to open the AGM. David Smith.
2	Trustees Annual Report and Financial accounts 2021 David Smith & David Green
3	Resolutions: • To accept the minutes of the last AGM • To accept the Trustees Annual Report • To accept the Financial statement • To accept the Appointment of Taxation Advisory Services as Auditors for 2022 • Election of Trustees • Election of Officials
4	Any other business
5	Close the meeting. David Smith.

2. Minutes of the Annual General Meeting held by Zoom on 10 May 2021

PRESENT: Trustees: David Green, June Goodrick, Kate Grogan, Richie Hawkins, Paul Knight, David Smith, Pat Walker,

Volunteers: Fran Bradley, Ged Callaghan, Maureen Gorman, Alison Mannion, David Roberts, Michaela Smith,

APOLOGIES: Trustees: Michael Taylor, Margaret Harrison,

Volunteers: John Dunn, Lynne Goodes, Elaine Hurry, Kay &

Roly Lang,

Stan Renwick,

Pat and David S **welcomed** everyone to the first AGM of the Darlington & District Talking Newspaper under the Chartered Incorporated Organisation status and our new charity number. Voting this year is by a show of hands if present at this meeting or by prior return of the proxy voting form. The Trustees Annual Report, Statement of Accounts, information on resolutions and election candidates were sent to all members with the invitation to the AGM.

The **Trustees Annual Report** was read out by Pat and David S. Thanks were given for this report. Members voted on the resolution to accept this report. There were no votes against or abstentions. Agreed.

The **Statement of Accounts** was read out by David Green. Thanks were given for this report. Members voted on the resolution to accept this report. There were no votes against or abstentions. Agreed.

Members voted on the resolution to **accept the Appointment of Taxation Advisory Services as 2021 auditors**. There were no votes against or abstentions. Agreed.

Members voted on the resolution to **increase the number of trustees allowed in the DDTN Constitution under revised Section 12.3**.

Section 12 (3) of our constitution currently reads

“(3) Number of charity trustees.....

(b) The maximum number of charity trustees is 10, to include a maximum of 3 co-opted members with full voting rights.”

It is proposed to replace this clause with

“(3) Number of charity trustees.....

(b) The maximum number of charity trustees is **12**, to include a maximum of **4** co-opted members with full voting rights.

There were no votes against or abstentions. Agreed.

Election of Charity Trustees

All the current trustees were re-elected by vote; namely June Goodrick, David Green, Kate Grogan, Margaret Harrison, Richie Hawkins, Paul Knight, David Smith, Michael Taylor and Pat Walker. Ged Callaghan was also elected as a trustee. All trustees received a minimum of 23 votes.

Election of Officers

Officers were elected by vote as follows: David Smith as Chair, Pat Walker as Deputy Chair, David Green as Treasurer and Kate Grogan as Secretary. All officers received a minimum of 27 votes. DavidS and Pat both said that this time they could only commit to their newly elected roles for 1 year rather than the normal 3 years.

Any Other Business

It was asked how much Taxation Advisory Services charge - £220 per year.

Fran expressed the thanks of volunteers to the Committee for their work over the last year.

Thanks were also given to all volunteers and those who have left over the last year.

The meeting then closed with Pat and David thanking everyone for attending and supporting our Talking Newspaper.

3. Trustees Annual Report

When I wrote the Chairman's Report last year, we were still in "lockdown" and it seemed as if we would never get back to normality. I'm pleased to report that things have looked better since then and we are now back to recording on a weekly basis although with a slight change to the way things are being done. We now use only two readers plus the recording engineer, which has been well received by all concerned.

The offices at Birch House continue to be used for our studio and office and we are not considering moving anywhere else at the moment. As mentioned last year, our financial resources are gradually being depleted now that we have to pay rent and we depend solely on bequests and other charitable donations to continue.

Last year I mentioned that we had changed the status of the DDTN to a CIO which means we can get tax relief on donations and provides financial protection to the trustees. The first annual return as a CIO was made to the Charity Commission last year.

June Goodrick, who has been a trustee for several years has decided to stand down and we thank her for her outstanding contribution to the running of the DDTN. We are delighted that Lynne Goodes would like to join the committee and hope you will vote for her appointment..

Pat Walker has decided to stand down as Deputy Chair, but remains a valuable member of the Trustees.

Many thanks to all of our volunteers and listeners who continue to make the DDTN such a worthwhile organisation.

David V Smith - Chair

4. Statement of Accounts

DARLINGTON & DISTRICT TALKING NEWSPAPER

RECEIPTS AND PAYMENTS ACCOUNT FOR THE YEAR ENDED 31ST DECEMBER 2021

	<u>2021</u>		<u>2020</u>	
	£	£	£	£
Donations		1,646		1,399
Paid Recordings		555		1,111
Fundraising		123		432
		<u>2,324</u>		<u>2,942</u>
Bank Interest Received		28		116
		<u>2,352</u>		<u>3,058</u>
LESS OVERHEADS				
Meeting and Travel Expenses	144		87	
Equipment Maintenance	616		118	
Telephone and Internet	898		218	
Postage	-		89	
Printing Stationery and Consumables	112		159	
Training & Recruitment	-		23	
Licences	42		47	
Insurances	291		291	
Rent and Rates	4,440		4,440	
Sundry Expenses	29		-	
Bank Charges	-		82	
Accountancy	220		220	
CDs & Wallets	582		407	
		<u>7,374</u>		<u>6,181</u>
<u>NET LOSS FOR THE YEAR</u>		<u>£ 5,022</u>		<u>£ 3,123</u>

BALANCE SHEET
AS AT 31ST DECEMBER 2021

	<u>Notes</u>	<u>2021</u>	<u>2020</u>
		£	£
CURRENT ASSETS			
Cash at Bank and in Hand		40,446	45,468
		<u>40,446</u>	<u>45,468</u>
NET CURRENT ASSETS		40,446	45,468
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>£ 40,446</u>	<u>£ 45,468</u>
CAPITAL AND RESERVES			
Profit and Loss Account		40,446	45,468
<u>TOTAL SHAREHOLDERS' FUNDS</u>		<u>£ 40,446</u>	<u>£ 45,468</u>

5. Proposed Resolution to accept the Appointment of Taxation Advisory Services as 2022 Auditors

Paul Pearson of Taxation Advisory Services has audited DDTN accounts for many years. It is proposed the company continue to provide this service next year.

6. List of potential Charity Trustees

	Candidates	Notes
1	Ged Callaghan	Current trustee
2	Lynne Goodes	Seeking appointment
3	David Green	Current Treasurer
4	Kate Grogan	Current Secretary
5	Margaret Harrison	Current trustee
6	Richie Hawkins	Current trustee
7	Paul Knight	Current trustee
8	David Smith	Current Joint Chair
9	Michael Taylor	Current trustee
10	Pat Walker	Current trustee

7. Election of Officials

Candidates	Post
David Smith (current Joint Chair)	Chair
David Green (current Treasurer)	Treasurer
Kate Grogan (current Secretary)	Secretary

DDTN Annual General Meeting 2022 VOTE

PROXY

If you cannot attend the internet Zoom AGM on 11 April 2022 and wish to vote by proxy, please complete, sign and return this form.

Name.....(IN CAPITALS PLEASE)

Address.....

.....

As a member of DDTN, I appoint the DDTN Secretary, Kate Grogan, as my proxy to vote in my name and on my behalf at the 2022 Annual General Meeting and at any adjournment thereof.

Signed.....

Date.....

Resolutions:

Place a cross in the appropriate box next to each resolution. The Committee recommends you vote '**for**' all the resolutions.

	Vote for	Vote against	Abstain
Accept Minutes of AGM held 10 May 2021			
Accept Trustees Annual Report			
Accept Statement of Accounts			
Accept Appointment of Taxation Advisory Services as 2022 auditors			

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Vote on Appointment of Charity Trustees

Place a cross next to the candidates you wish to be appointed as Trustees. There are 12 places for trustees, so if you wish you can vote for all candidates to be appointed.

	Candidates	Vote for Appointment
1	Ged Callaghan	
2	Lynne Goodes	
3	David Green (current Treasurer)	
4	Kate Grogan (current Secretary)	
5	Margaret Harrison	
6	Richie Hawkins	
7	Paul Knight	
8	David Smith (Current Joint Chair)	
9	Michael Taylor	
10	Pat Walker	

Election of Officers

Place a cross in the appropriate box next to each candidate. The Board of Trustees recommends you vote '**for**' all candidates.

	Vote for	Vote against	Abstain
David Smith as Chair			
Kate Grogan as Secretary			
David Green as Treasurer			

Please return your completed form by either: email, a DDTN wallet or by post to: The Secretary, Darlington & District Talking Newspaper, 1D Birch House, 80 Eastmount Road, Darlington DL1 1LA. The form must arrive **no later than** Monday **11 April at 12 noon**. Late forms are not guaranteed to be counted.