

Darlington & District Talking Newspaper (DDTN)

Annual General Meeting



AGM Agenda - 13 April 2024 – 10.00am

1	David Smith, Chair to open the AGM. Note members present and apologies received.																																							
2	Minutes of last AGM, all to read. Proposer, seconder.																																							
3	Trustee Annual Report and Financial Report 2023 David Smith & David Green																																							
4	Resolutions: a) To accept the Trustees Annual Report 2023. Vote. b) To accept the Financial Report 2023. Vote. c) To accept the Appointment of Taxation Advisory Services as Auditors for 2024 - Paul Pearson of Taxation Advisory Services has audited DDTN accounts for many years. It is proposed the company continue to provide this service. Vote. d) Election of Trustees- all current trustees are happy to remain as trustees. Vote for/ against each candidate: e) <table><tr><td></td><td>Candidates</td><td>Notes</td></tr><tr><td>1</td><td>Ged Callaghan</td><td>Current trustee</td></tr><tr><td>2</td><td>Stefan Gleisner</td><td>Seeking appointment</td></tr><tr><td>3</td><td>Lynne Goodes</td><td>Current trustee</td></tr><tr><td>4</td><td>David Green</td><td>Current Treasurer</td></tr><tr><td>5</td><td>Kate Grogan</td><td>Current Secretary</td></tr><tr><td>6</td><td>Margaret Harrison</td><td>Current trustee</td></tr><tr><td>7</td><td>Richie Hawkins</td><td>Current trustee</td></tr><tr><td>8</td><td>Paul Knight</td><td>Current trustee</td></tr><tr><td>9</td><td>David Smith</td><td>Current Chair</td></tr><tr><td>10</td><td>Pat Walker</td><td>Current trustee</td></tr></table> f) Election of Officials –the current officials are willing to stand again. Vote for/ against each candidate: <table><tr><td>David Smith (current Chair)</td><td>Chair</td></tr><tr><td>David Green (current Treasurer)</td><td>Treasurer</td></tr><tr><td>Kate Grogan (current Secretary)</td><td>Secretary</td></tr></table>		Candidates	Notes	1	Ged Callaghan	Current trustee	2	Stefan Gleisner	Seeking appointment	3	Lynne Goodes	Current trustee	4	David Green	Current Treasurer	5	Kate Grogan	Current Secretary	6	Margaret Harrison	Current trustee	7	Richie Hawkins	Current trustee	8	Paul Knight	Current trustee	9	David Smith	Current Chair	10	Pat Walker	Current trustee	David Smith (current Chair)	Chair	David Green (current Treasurer)	Treasurer	Kate Grogan (current Secretary)	Secretary
	Candidates	Notes																																						
1	Ged Callaghan	Current trustee																																						
2	Stefan Gleisner	Seeking appointment																																						
3	Lynne Goodes	Current trustee																																						
4	David Green	Current Treasurer																																						
5	Kate Grogan	Current Secretary																																						
6	Margaret Harrison	Current trustee																																						
7	Richie Hawkins	Current trustee																																						
8	Paul Knight	Current trustee																																						
9	David Smith	Current Chair																																						
10	Pat Walker	Current trustee																																						
David Smith (current Chair)	Chair																																							
David Green (current Treasurer)	Treasurer																																							
Kate Grogan (current Secretary)	Secretary																																							
4	Any other business																																							
5	Thanks to members for their support, participation and attendance. Close the meeting. DavidS. Tea & coffee.																																							

Minutes of the Annual General Meeting Darlington & District Talking Newspaper (DDTN) on 22 April 2023 at Park Place, Darlington.

PRESENT: Trustees: Ged Callaghan, Lynne Goodes, David Green, Kate Grogan (Minutes), Margaret Harrison, Richie Hawkins, David Smith (Chair), Michael Taylor, **Volunteers:** Fran Bradley, Andy Brown, Stuart Connell, Stefan Gleisner, Maureen Gorman, Ciaran Grogan, John Dunn, Kay Lang, Alison Mannion, Margaret Reay, David Roberts, Richard & Sylvia Western, **APOLOGIES: Trustees:** Paul Knight, Pat Walker; **Volunteers:** Pauline Beecham, Roly Lang, Stan Renwick.

David Smith **welcomed** everyone to the 2022 AGM of the DDTN. Voting is by a show of hands if present at this meeting or by prior return of the proxy voting form. One proxy form has been received.

The **Trustees Annual Report** was explained by David Smith.

The **Statement of Accounts** was explained by David Green. The £2000 donation from our landlord, A.G.Burts and the £500 from Asda Green Token Scheme have helped our financial situation. We are hopeful A.G.Burts will continue to support us.

The Talking Newspaper is in a good financial position and we are in a better financial position than most talking newspapers.

Last year Paul from Taxation Advisory Services suggested the trustees look for new, free or cheaper, offices. A working group was formed and they explored the idea while speaking to local organisations. We had to find an office which was secure to leave personal data and recording equipment and easily accessible at various time of the day/ evening. Nothing was found and it was agreed (after Burts generous donation) to stay where we were for now as it suits the organisation in every way except cost. Members suggested speaking to Darlington Borough Council with their new emphasis on supporting local organisation.

Members voted on the resolution to **accept the Previous AGM minutes dated 11 April 2022** an accurate record. RH proposed and it was seconded by GC. There were no votes against or abstentions. Agreed.

Members voted on the resolution to **accept the Trustees Annual Report**. There were no votes against or abstentions. Agreed.

Members voted on the resolution to **accept the Statement of Accounts**. There were no votes against or abstentions. Agreed.

Members voted on the resolution to **accept the Appointment of Taxation Advisory Services as 2023 auditors**. There were no votes against or abstentions. Agreed.

Election of Charity Trustees

All current trustees were re-elected by vote; namely Ged Callaghan, Lynn Goodes, David Green, Kate Grogan, Margaret Harrison, Richie Hawkins, Paul Knight, David Smith, Michael Taylor and Pat Walker. All trustees received a minimum of 21 votes.

Election of Officers

Officers were elected by vote as follows: David Smith as Chair, David Green as Treasurer and Kate Grogan as Secretary. All officers received a minimum of 22 votes.

Any Other Business

KG asked all volunteers who has not yet received a new ID badge to let her take a photograph so they can be issued.

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

The meeting closed with David S thanking everyone for attending and continuing to support our Talking Newspaper.

Trustees Report 2023

As I've written previously, it's a great privilege to be working for the Darlington and District Talking Newspaper and I'm very pleased to report that we have had another successful year. The number of CDs and memory sticks that we send out remains at about fifty every week which together with our online listeners, shows how our efforts are all worthwhile.

The annual Health and Safety audit of the office and recording studio didn't reveal any issues of concern. This very gratifying and we work hard to ensure there are no accidents in our offices. However, the issue of "lone working" shouldn't be overlooked.

A letter was written to our local MP, Mr Peter Gibson protesting about the proposal to close railway station ticket office and I'm pleased to say that he was very supportive and as you will know that the idea has been shelved.

As a charity, we are totally dependent on donations and fundraising to keep the organisation running and we have raised money at ASDA, Darlington Football and Rugby Clubs. Two of our volunteers managed a very successful and popular stall at Abbey School Fete last summer raising more at one event than we have ever done before. A.E. Burt's, our landlord, continue to be generous too and we thank them for their support.

We have received donations for talks given to various organisations throughout the year and started to record Darlington Borough Councils Housing Connect magazines in addition to the One Darlington magazines and the Hippodrome brochures.

Money has been saved by switching our telephone and broadband to a cheaper provider. Also we have moved to a new webhost for our website, a company called Kualo which, because we are a charity, is free.

All of the trustees have worked hard this year; regrettably Michael Taylor has resigned as a Trustee but fortunately Stefan Gleisner has been attending our Committee meetings and is standing for election at the AGM. Thank you to Michael for all his work over the years.

This report, together with the Treasurers will be submitted to the Charity Commission as a full and detailed account of the work of the Association in 2023.

Our thanks go to the auditors, Paul Pearson for examining the accounts for 2023.

Finally, on behalf of the Committee of the Trustees I should like to thank all of our volunteers for their valuable work – it's good to see so many people attend our Coffee mornings.

David V Smith

Chairman

Statement of Accounts 2023

4

DARLINGTON & DISTRICT TALKING NEWSPAPER

TRADING AND PROFIT AND LOSS ACCOUNT FOR THE YEAR ENDED 31ST DECEMBER 2023

	<u>2023</u>		<u>2022</u>	
	£	£	£	£
Donations		2,106		1,039
Paid Recordings		896		1,371
Fundraising		2,010		872
		5,012		3,282
 Bank Interest Received		 313		 28
		5,325		3,310
 LESS OVERHEADS				
Equipment Maintenance	752		300	
Telephone and Internet	871		900	
Postage	-		16	
Printing Stationery and Consumables	100		59	
Licences	246		231	
Insurances	319		303	
Rent and Rates	4,440		2,440	
CDs & Wallets	340		229	
Sundry Expenses	-		20	
Accountants' Fees	285		220	
		7,353		4,718
 <u>NET LOSS FOR THE YEAR</u>		 <u>£ 2,028</u>		 <u>£ 1,408</u>

DARLINGTON & DISTRICT TALKING NEWSPAPERBALANCE SHEET
AS AT 31ST DECEMBER 2023

	£	<u>2023</u>	£		£	<u>2022</u>	£
CURRENT ASSETS							
Cash at Bank and in Hand		37,010				39,038	
		<u>37,010</u>				<u>39,038</u>	
NET CURRENT ASSETS			37,010				39,038
TOTAL ASSETS LESS CURRENT LIABILITIES			<u>£ 37,010</u>			<u>£ 39,038</u>	
 CAPITAL AND RESERVES							
Profit and Loss Account			37,010				39,038
<u>TOTAL SHAREHOLDERS' FUNDS</u>			<u>£ 37,010</u>			<u>£ 39,038</u>	