

Minutes of The Compassionate Friends (TCF) Annual General Meeting on Sunday 3rd November 2019

DeVere Horwood Estate, Milton Keynes 2.30 pm

1. Chair's Welcome and Introduction:

TCF Chair of Trustees, Maria Ahern, opened the meeting by warmly welcoming everyone & thanking the approximately 100 people present for attending.

2. Minutes of the previous Annual General Meeting (held on 8th December 2018):

There were no matters arising from the previous Minutes. The formal acceptance of the Minutes was proposed by Melian Mansfield (TCF member & Trustee) and seconded by Michael Pointer (TCF member). By a show of hands the minutes were unanimously approved.

3. Presentation of the new Impact Report & Annual Review (April 2018 – March 2019):

Carolyn Brice, CEO, began by introducing the new Impact Report and Annual Review which is now being produced separately from TCF's Annual Financial Review and Statements. She then gave an overview of the Impact Report, emphasising the significant progress the charity has made this year in consolidating and developing peer support for bereaved parents and their close family members. She also stressed the unique value of the peer support and re-iterated our vision to create a place where every bereaved parent, grandparent and adult bereaved sibling can access peer-to-peer support when their child or brother or sister dies at any age from any cause. She outlined some of our achievements including over 1000 parents welcomed at local support groups each month, 1100 information packs sent to bereaved families; almost 4600 new registrations for online support, 1610 calls and emails to our National Helpline, 8 supportive retreats and weekends supporting 460 bereaved parents and siblings, with over 49 parents given financial support to attend in the form of bursaries. We received over 5300 visits to our website per month, our leaflets and publications were downloaded over 30,000 times.

Carolyn then outlined some of the plans for the year to March 2020 and beyond and completed her presentation with a review of feedback taken from the year from parents, siblings and our volunteers about the support they have received from TCF.

4. Finance Report:

Nigel Taylor, TCF's Trustee responsible for Finance, presented a concise 10 minute summary of the charity's financial position to the year ending 31st March 2019. Referring everyone to page 15 primarily of the year's Financial Statements (Statement of Financial Activities (including Income & Expenditure Account)), he led the audience through a summary comparison of the growth in Income & Expenditure over the last 5 years. In doing so he conveyed a clear understanding of the figures, showing that TCF's finances are sound

and generally in very good order. Owing to careful planning, expenditure had been allowed to exceed income in the previous 2 years in order to reduce reserves to an appropriate level. But now, in March 2019, our income, which has grown from £274.4k in 2018 to £469.3k in 2019, exceeds expenditure by a healthy amount of £194.4k with our reserves at an appropriate level.

5. Vote on Adoption of the Annual Report and Review:

Maria Ahern (Chair) then conducted the vote on the formal adoption of the Financial Report and Annual Review. Formal adoption was proposed by Andrew Miller (TCF member & Trustee) and seconded by Barry Perkins (TCF member). By a show of hands they were unanimously accepted.

6. Fundraising Activities:

Stephen Armstrong, Head of TCF Fundraising, gave a concise summary of all the previous year's fundraising activities, and the main amounts of money raised. In 2018/2019 he exceeded his fundraising target of £80k from grant-making trusts by £25k. He concluded with the charity's plans for its fundraising targets and activities in the current year. The target for fundraising from grant-making trusts has been doubled to £160k in the current year.

7. Announcement of Result of Election of Trustees

Maria Ahern (Chair) explained that earlier in 2019 nominations had been sought for new Trustees. There were 7 vacancies for elected Trustees, and 5 nominations had been received. In this situation, an election was therefore not required. Gina Claye, Maria Ahern and Andrew Miller were re-elected. New Trustees elected were Melian Mansfield and Warren Weiss.

This will be the last year of Maria Ahern's allowed 3-year term as Chair. A new Chair of Trustees, Vice-Chair and Company Secretary will be elected at the first Board of Trustees meeting in 2020. Other Trustees with skills and experience helpful to TCF will also be co-opted by the Board at this meeting.

8. Questions & Comments:

At 3.20 pm Maria Ahern and Andrew Miller invited questions and comments from the floor and these were answered by appropriate Trustees and staff. As the meeting took place at the end of the weekend of the 50th International Gathering a number of the questions, comments and resulting discussions came not only from UK members but also from TCF members from other countries around the world. Many comments were expressed about the 50th Gathering and TCF's activities and progress in the UK compared to other countries.

At 3.50pm Maria Ahern formally concluded the business of the AGM and closed the meeting.