

**Minutes of the 29<sup>th</sup> Annual General Meeting 2019  
People to Places**

12.00 noon Wednesday 31 July 2019

New Hall, SportsAble, Braywick Road, Maidenhead SL6 1BN

**In Attendance**

Gill Godbold	(Interim Chair of Trustees)
Bruce Adams	(Trustee)
Jim Sloan	(Trustee & Member)
Bryan Preston	(Trustee)
Pam Proctor	(Trustee)
Roger Good	(Trustee)

**Members**

Frank Hulett  
Albert Simmonds  
Jean Halkett  
John Gray  
Helen Newbery  
Gertie Graham  
John Rigg  
Kalvinder Bhamra  
Kevin Haddon  
Linda Gutteridge  
Maggie Watson  
Patsy Knight  
Michael O'Reilly  
Deirdre Cook  
Nicki Clark  
Pauline Hulett

**In Attendance**

Peter Haley (Chief Executive Officer)  
Angela Clark  
Derrick Clark  
Dave Ross  
Fiona Chapple  
William Chapple  
Hilary Hall  
Jesal Dhokia  
Kathy Barratt  
Liz Hinchy  
Roxanne Kingsman  
Cllr David Coppinger  
Ruth Williams  
Mel Lee  
Jacqui Williams  
Michelle Simmonds

## 1. Welcome & Apologies

Peter Haley welcomed everyone to the 29<sup>th</sup> AGM, observing that P2P is in its 30<sup>th</sup> year of operation.

Apologies were received from the following individuals:

Bessie Stott	Cathy Horwood	David Jannetta
Delia Allot	Dick Bellchambers	Emma Scrivens
Frances White	Frederick Umpleby	Helen Berg
Hilary Liddell	Ian Liddell	Irene Duncan
James Griffiths	Jan Hall	Jean Taylor
Joan Sampstead	Joan Smith	John Norris
John Parrett	Julia Pearce	Kathy Horwood
Lynne Penn	Manju Laroya	Mary Gunn
Margaret Hannington	Mollie Bartley	Neil Aldridge
Pamela Ward	Paula King	Pauline Robertson
Ranjit Romanay	Ray Wilkins	Rita Challis
Robert Lee	Robert Ward	Steve Berry
Sue Duncan		

## 2. Introduction by the Interim Chairman of the Board – Gill Godbold

- a. The Chairman welcomed those in attendance and observed that this was the third year in which she had served as Interim Chair.
- b. The Chairman introduced and spoke of the commitment of the P2P Office Staff, Dave, Mel, Ruth and Kathy.
- c. The Chairman asked those present to complete a survey indicating likes/dislikes in relation to P2P as well as asking for any suggestions for providing an even better service.

## 3. Minutes of the AGM held on 31 July 2018

- a. Peter Haley drew attention to Point 9 in the minutes and explained that due to potential changes in the legal status of the organisation, this point had not been actioned.
- b. The minutes were otherwise confirmed to be an accurate record of the meeting.  
Proposer: Helen Newbery  
Secunder: Kevin Haddon  
The minutes were approved by the voting members.

#### **4. Finance Report - Treasurer**

- a. Bruce Adams drew attention to the Summary of Finances and gave attendees the opportunity to peruse the full set of accounts should they wish.
- b. In summary, P2P made a small profit last year and a small loss this year. However there are still sufficient funds to meet the needs of the members.

#### **5. Adoption and Approval of Accounts for the Year Ended 31 March 2019**

- a. Peter Haley introduced Jacqui Williams from the auditors, Donald Reid, and invited attendees to address any questions they may have in her direction.
- b. The Annual Trustees and Financial Report was adopted and approved by the meeting.  
Proposer: Kevin Haddon  
Secunder: Nicki Clark  
The Annual Report and Accounts were approved by the voting members.

#### **6. Appointment of the Board of Directors**

- a. Kevin Haddon is standing down this year. Peter Haley thanked Kevin for his 4 years of dedicated service to the Board.
- b. Helen Berg is to be a new Trustee.
- c. The remainder of the Board are all standing for re-election.  
Proposer: Deirdre Cook  
Secunder: Patsy Knight  
The Board was appointed unanimously by the voting members.

#### **7. Appointment of Auditors**

- a. Peter Haley informed the attendees that because of the size of the organisation, P2P is not required to undergo a full audit. P2P does, however, submit to an independent examination. This service has been undertaken by Jacqui Williams on behalf of the Donald Reid Group for some years. Any questions should be directed to Jacqui.

- b. It was proposed that Donald Reid Ltd provide the audit services for the next year.

Proposer: Kevin Haddon

Seconder: Nicki Clark

It was approved by the eligible voting meeting attendees.

## **8. Organisational Report – Peter Haley**

- a. Kevin Haddon was thanked for his contribution to the work of the Board. He is standing down after nearly 4 years.
- b. John Norris, our Operations Manager, retired yesterday after 13 years with P2P. John started as a volunteer driver in April 2006 and held several other positions within the organisation. We are grateful for his dedicated service and wish him well in the next phase of his life.
- c. Dave Ross joined us on 1<sup>st</sup> July and is the new Operations Manager. All new recruits bring fresh ideas and we look forward to seeing some changes. All queries relating to Shopmobility, minibuses and Community Transport should be directed to Dave.
- d. The Dept for Transport have modified their regulatory changes to include 3 exemptions from the framework. At least one of these exemptions is applicable to P2P which will enable us to continue to offer our services. The changes come into force on 1<sup>st</sup> October but members should not notice any disruptions.
- e. There is good news to report in relation to the provision offered by Shopmobility. There are funds available for the purchase of new scooters. Several members offered opinions about how this money should be spent and Peter reassured the attendees that he will look into all the options. He confirmed that P2P are not tied to any particular supplier and can therefore select the most suitable models.
- f. P2P is currently both a company limited by guarantee and a registered charity. This means that information must be submitted to both Companies House and the Charity Commission. It is proposed to change the legal structure of P2P to become a Charitable Incorporated Organisation (CIO). This will have implications for staff, suppliers and bank accounts. This change will be put to the members next year for a vote but in the meantime, much work has yet to be completed. As there will be a new constitution, term of office will be included and implemented at that time.
- g. The organisation will be 30 years old on 1<sup>st</sup> November 2019. To celebrate this momentous achievement, there will be a semi-formal dinner at Fredricks Hotel on Saturday 19<sup>th</sup> October. Tickets will be available for purchase shortly.

- h. It has been much in the news lately that with Brexit, some small businesses are not prepared. P2P is a small business but we are expecting to continue offering our services. We do, however, run a fleet of European vehicles. It is possible that sourcing parts for repairs may prove problematic. We will do everything possible to make a smooth transition. The scooters should be not be adversely affected.

## **9. Any Other Business**

- a. Helen Newbery suggested that the point should be emphasized that rambles are conducted on scooters rather than on foot. There are some members who have felt unable to join in because they are unable to walk long distances.
- b. Helen Newbery mentioned that some members are not receiving all the notifications.
- c. Michelle Simmonds asked if the events magazine which used to be distributed still exists.
- d. Peter Haley informed the attendees that increasing the spread of knowledge about events and raising the profile of P2P together with the services it offers is one of the priorities in the year ahead.
- e. Peter Haley will ask Kathy to send out permission slips for contact information in order to be compliant with the GDPR guidelines. It was suggested that the form include carers and/or offspring who may be more technologically able.
- f. The Chairman thanked all the Volunteers both Drivers and administrators for their hard work. She thanked the Trustees for their huge effort and commitment over the past year. She thanked the partners and supporters of P2P including the RBWM, Seiko and the Louis Bayliss Trust. Finally she thanked Peter Haley on behalf of the Board for his effective leadership, dedication, resilience and good humour which ensures that the organisation functions as smoothly and successfully as it does.
- g. John Gray wanted to thank the Drivers who do a fabulous job in sometimes difficult circumstances.

## **10. Date of Next Meeting**

It was agreed that the next AGM would be held on Wednesday, 29 July 2020.