

Refugee Support Group

Minutes of the Annual General Meeting

Wed 16th Nov 2022, 7.00 pm online and in person at Shaw House, Newbury

RSG Trustees:

Present (in person)

Mike Martin (Chair)	Sam Lee
Mary Richardson	Thabo Makuyana

Online Attendance

Emily Lloyd
Jon Linley (Treasurer)

RRSG Staff

Nick Harborne CEO (mins)	Oscar Manjengwa
Abiodun Popoola	Samera Abbas Majid
Maria Baker	Soha Hafez
Alison McQuity	Tatiana Miller
Arsalan San-Ahmed	

Total no invited	372
Total Registered	28
Total attendance	38 (In person 32 online 6)
Members attending	14
Trustees attending	6
Staff attending	11
CLLr attending	1
VCS charities	6

All voting was done by members, and every vote was quorate.

1. Chair's Welcome

Mike welcomed everyone, explained the voting procedures for members, and noted the meeting was being recorded.

2. Apologies for Absence

Apologies were received from:	Councillor Josh Williams
Bishop of Reading Olivia Graham	Councillor Rachel Eden
Lord Alf Dubs	Andrew Mickleborough
Richard Hanson-James	Maria Gee
Sarah Seddon	Alok Sharma MP
Charlene Wattle	Theresa May MP
Aisha Malik (RCLC)	Councillor James Moore
Sarah Del Tufo (RCLC)	

3. Minutes of the AGM Wed 17th Nov 2021 at 7 pm

- a. There were no points of accuracy raised.
- b. There were no matters arising.
- c. The minutes were accepted without amendment.

Proposer: Mary Richardson

10 members voted for the proposal
No one voted against it.

4. Presentation of the Annual Report CEO's Report

- NH noted the hard work of all the staff, trustees, and volunteers and thanked them, noting RSG's support of volunteers needed to improve.
- NH called for greater inter-agency coordination with Statutory Authorities to support dispersed asylum seekers.
- NH introduced the RSG Impact Report.
- The RSG name change was explained briefly.

There were no questions.

The RRSR Annual Report 2021 – 2022 was accepted by members.

Proposer: Claire Middleton (Edu Cafe)

10 members voted for the proposal
No one voted against it.

5. Presentation of the Accounts

Jon Linley presented the treasurer's report.

JL noted the impact of Covid 19 had had on the financial year: The accounts for 21/22 are presented alongside the 20/21 accounts. The year-end for RSG is March, which means 21/22 was after the deepest impacts of COVID-19, whilst 20/21 was affected less so. We are therefore looking at quite different scenarios when comparing 2021 to 2022 over and above just financial implications.

RSG had ended the year with a £60k surplus.

Income.

Contract Income had increased due to the Afghan scheme, generating £178k. This was not expected to be repeated next year.

Donations and grant income had increased compared to the previous year.

Expenditure

Costs have increased: staff costs make up the majority of our costs. The staff team has increased by 8 over the year – caseworker and resettlement team members. Management and accommodation expenditure has increased in line with this. Expenditure on contactors for Ukraine and IT support have also increased.

Reserves comply with the Charity Commission recommendation of 3 months of running costs.

Overall, we have a stable position but must carefully plan for future ups and downs.

There were no questions

The Annual Accounts 2021 – 22 were accepted by members.

Proposer: Claire Middleton (Edu Cafe)

10 members voted for the proposal
No one voted against it.

6. Election of New Trustees

The Chair explained that the constitution required one-third of the board to stand down each year. This quota has to be made up of the longest-serving trustees:

Thabo Makuyana
Richard Hanson James
Patrick Ismond

MM informed the AGM that Patrick Ismond and Richard Hanson James were not standing for re-election.

Thabo Makuyana is standing for re-election.

The board of trustees have also appointed two new trustees, Sam Lee and Sarah Seddon, during this year. These appointments need to be ratified by the membership.

MM asked members for permission to have a block vote. There were no objections to this.

TM was re-elected. SL and SN were confirmed as trustees.

Proposer: Mike Martin, on behalf of the RSG board

10 members voted for the proposal
No one voted against it.

MM welcomed new trustees to the board.
MM paid tribute to PI, RHJ and Emma Broomfield, who stood down this year for their contribution to the board, noting that RHJ intends to continue volunteering.

7. Special Resolution

MM introduced the special resolution regarding the changing of our name from 'Reading Refugee Support Group' to 'Refugee Support Group' and explained for the resolution to be passed, 75% of the members present needed to support it.

Proposer: Mike Martin, on behalf of the RSG board

12 members voted for the proposal
No one voted against it.

8. AOB

Jonjo Warrick, RSG Fundraising Manager, shared the dates of fundraising events.

MM closed the formal part of the meeting at 7.50 pm and handed over the Chair to NH.

NH introduced RSG team members who gave a 5 min overview of their roles.

- RSG Resettlement Team West Berks
- RSG Casework Team
- RSG Transnational Research Team
- RSG City Of Sanctuary Ukraine Support
- RSG Maternity Ward of Sanctuary

NH introduced partner agencies who gave an update on their activities

- Edu cafe
- WBAR
- Community United
- Healthwatch West Berks

The meeting closed at 8.45 pm.