

Minutes of Annual General Meeting 9th June 2011

Salvation Army Hall, Commercial Road, Bedford

Present:

Wendy Anderson-Welsh (Chair)	BREC
Alexandra Austin	Bedford Borough Council – Trading Standards
Georgia Bowers	Bedford Borough Libraries
Mags Brady	Polish British Integration Centre
Brian Cunningham	BRASS
Lorraine Gunther	Bedford CAB
Jenny Harris	Sight Concern Bedfordshire
Jenny Hedges	Amphill & Biggleswade CAB
Fiona McLeod	Money Advice at St Andrew Church
Annette Pacey	bpha – Money Advice Team
Len Simkins	Advice UK
Irene Tindall	Age Concern Bedfordshire
David Waggott	Mid Beds CAB
Ann Whitmore	Bedford Salvation Army - Debt Advice Service
David Wood	Leighton Linlade CAB
Susannah Rastall (Minutes)	Infotrain

	<i>Topic</i>	<i>Subject</i>	<i>Action</i>
1	Welcome and Introductions	Wendy welcomed members to the AGM (at 2.00pm). Attendees introduced themselves.	
2	Apologies for Absence		
	Nicola Avery	Central Bedfordshire Council – Library Service	
	Michele Collins	Aragon Housing – Money Advice	
	Karen Cook	Bedford Borough Council – Community Welfare	
	Noor D'Agostino	Bedford Borough Council – Welfare Rights	
	Carl Davies	Disability Resource Centre	
	Debbie Hammond	Bedford Borough Council – Welfare Rights	
	Bryden Keenan	BRASS	
	Rosie Kind	Bedfordshire Rural Communities Charity	
	Veronica Miskelly	Bedford Borough Council – Housing Options	
	Trevor Moisey	Rutland Road Church	
	Kerry O'Neil	Bedford Borough Council – Library Service	
	Peter Rayner	bpha – Employment Support	
	Cheryl Subocz	Carers in Bedfordshire	
3	Minutes and Matters Arising		
3.1	Previous minutes	David Wood proposed that the minutes of the last AGM (10 th June 2010) were accepted as an accurate record. This was seconded by David Waggott. The motion was carried.	
3.2	Matters arising	There were no matters arising.	

4 BAF Annual Report 2010/11

Len Simkins presented the Annual Report to the meeting. A copy of the report is available on the BAF website: www.bedsadviceforum.org.uk.

Wendy acknowledged the amount of work that had gone into developing the Advice Strategies for Bedford Borough and Central Bedfordshire and thanked all those that have been involved.

Wendy also thanked everyone for their support on the BAF training programmes which had been very successful last year.

It was agreed that the Annual Report should be used to promote BAF to Local Strategic Partnerships and should also be distributed through local networks.

Wendy Anderson-Welsh proposed that the Annual Report be adopted and David Waggott seconded the motion. The motion was carried.

5 Treasurer's Report

Annette Pacey presented BAF's financial statement for the year 1st April 2010 – 31st March 2011. Although there was a deficit of £637.08 in 2010/11, the balance of £5,490.68 is still very healthy due to the surplus made in previous years.

David Waggott proposed the financial statement for 2010/11 be accepted and Jenny Harris seconded the motion. The motion was carried.

6 Election of BAF Officers and Steering Group members

Nomination forms for the Steering Group election had been distributed with the AGM agenda.

Wendy confirmed she would be standing down as Chair of BAF after 3 years in post but was willing to stand again as a Steering Group member. Len thanked Wendy for her all her work for BAF over the past 3 years.

Len confirmed that Lorraine Gunther had been nominated as BAF's Chair. The remaining BAF officers and Steering Group members had all agreed to stand again.

Wendy proposed the following BAF Officers and Steering Group members be elected in a block. Len Simkins seconded the motion. The motion was carried.

Post	Post Holder	Organisation
Chair	Lorraine Gunther	Bedford CAB
Treasurer	Annette Pacey	BPHA – Money Advice Team
Secretary	Len Simkins	Advice UK
Member	Wendy Anderson-Welsh	BREC
Member	Brian Cunningham	BRASS
Member	Jenny Harris	Sight Concern Bedfordshire
Member	David Waggott	Mid Beds CAB
Member	David Wood	Leighton Linslade CAB

Lorraine was welcomed as the new Chair of BAF by Len. She thanked Wendy again as outgoing Chair.

Election of BAF Representatives on Advice Management Group (Bedford Borough)

Len confirmed that the Advice Strategy for Bedford Borough had been agreed by the Social Inclusion, Community Cohesion and Culture Thematic Partnership and had been adopted by the Bedford Borough Partnership Board.

To help implement the Strategy an Advice Management Group is needed. The aim is to recruit senior managers to the AMG to involve them in the strategic planning and funding for the local advice sector.

A maximum of 4 BAF representatives should sit on the AMG. These could be elected at the AGM. The proposal was that 2 people should be from BAF's Steering Group and 2 should be from BAF general membership. This proposal was agreed.

The following volunteered to act as BAF's Representatives:

Wendy Anderson-Welsh - BREC
Mags Brady - PBIC
Lorraine Gunther – Bedford CAB

Len proposed that the above members be elected to the new Advice Management Group and Fiona McLeod seconded the motion. The motion was carried.

7 BAF Membership Fees

A total of £1,075 was collected last year in membership fees from 42 members.

The Steering Group recommended that BAF's fee structure stay the same as last year with a standard membership fee of £25. Although these fees will not cover all of BAF's administrative costs, it was felt it would be unfair to increase fees at this time.

The fee proposal was accepted.

8 Any Other Business

There was no further business.

9 Closure of meeting

Lorraine thanked BAF members and Steering Group members for their efforts over the past year.

The AGM was formally closed at 3.00pm and was followed by a BAF Forum meeting

Documents discussed at this meeting can be found at www.bedsadviceforum.org.uk

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