

Parkinson's UK  
Cambridge Branch  
**Annual General Meeting**

Friday 22 March 2019, 11am

The David Rayner Building, Scotsdales Garden Centre

MINUTES

1. Welcome
2. Apologies for Absence: Jenny Wood, Sarah Matthey, Girda and Graham Goddard, Janet Green, Raina and Sari ?
3. Minutes of previous AGM held on 23 March 2018:
  - There being no objections these were taken as a true record of the 2018 AGM – adoption was proposed by Caroline Bent and seconded by Charles Nightingale.

4. Chair's (Charles Nightingale's) Report:

This past year has again been a very busy year with the fun run in April attracting more runners than ever before. We are hoping that this year will be even better. If you haven't applied yet, there is still time.

We will all remember the hottest day of the year was during our trip to The Royal Sandringham Flower Show, but I think we all enjoyed the day regardless. Then came the 2018 Christmas party. This year we subsidised the Christmas meal to a substantial degree, which gave over 70 members the chance to attend. We must again thank Jean and her friends from John Lewis for all their support this year.

I must thank our committee for all their support during this year: Caroline Bent, David Boothroyd, Annabel Bradford, Trish Carn, Keith Howlett, Sarah Massey, Myra Moore, Margaret Steane, Andrew Stevens and Jenny Wood, as well as Mike Crofts, our Webmaster.

I also want to thank our team of supporters who run some of our events:

- the monthly lunches at Barnabas Court in Milton run by Gabby
- our Aquatherapy sessions run by Laurie
- the Yoga classes run by Denise,
- the Aromatherapy sessions, which Alix supplies both here and at Milton.

This year I would like to highlight three people for a special note of thanks:

- David has done a brilliant job producing the newsletter. It's better than the local paper.
- Caroline for all her time arranging our speakers and our tin collections and
- Keith, our new membership secretary, who is a great addition to our team.

So today is the start of another year. I can announce the outing this year will be to Windsor Castle.

Yours, Charles Nightingale Chairman, Cambridge Branch of Parkinson's UK

Adoption of the Chair's report was proposed by Keith Howlett and seconded by Val Varty.

## 5. Treasurer's Report:



### **Cambridge Branch of Parkinson's UK Treasurer's Report** **AGM 2019**

1<sup>st</sup> January 2018 to 31<sup>st</sup> December 2018

#### **Income and Expenditure Statement**

<b>Income</b>		<b>Unrestricted</b>	<b>Restricted</b>	<b>Total</b>
Membership	For UK office	91	0	91
	Group	0	0	0
Donations from UK office	Donations	7,841	0	7,841
	Gift Aid	1,011	0	1,011
Grants		0	0	0
Legacies received directly by group		0	0	0
Legacies received via UK office		0	0	0
General donations		4,125	0	4,125
Fundraising		6,799	0	6,799
In memoriam donations and funeral collections		817	0	817
Group activities	Social Activities/Meetings	410	0	410
	Exercise Activities	1,715	0	1,715
	Therapeutic Activities	274	0	274
	Holiday, Outings	1,140	0	1,140
Interest on bank balances		17	0	17
Transfers from other Parkinson's UK groups		0	0	0
Other items		26	0	26
Sale of purchased items		322	0	322
<b>Total Income</b>		<b>£24,588</b>	<b>0</b>	<b>£24,588</b>

<b>Expenditure</b>		<b>Unrestricted</b>	<b>Restricted</b>	<b>Total</b>
Sent to UK office	UK office membership/dons	0	0	0
	Donations for Gift Aid	1,842	0	1,842
Group transfers to UK office	Research	0	0	0
	Improving Services	0	0	0
	Regional activities	5,954	0	5,954
	Financial Assistance Programme	0	0	0
	Other	0	0	0
Payments to other voluntary organisations		750	0	750
Fundraising		618	0	618
Campaigning		0	0	0
Marketing		0	0	0
Research activity		0	0	0
Group activities	Group/Social meetings	390	0	390
	Exercise activities	2,470	0	2,470
	Therapeutic activities	10,830	0	10,830
	Holiday & Outings	1,215	0	1,215
Financial Assistance		0	0	0
Stationery & postage		903	0	903
Group admin & related volunteer expenses		290	0	290
Transfer to other Parkinson's UK groups		0	0	0
Other items (x-mas lunch)		1,449	0	1,449
Cost of purchasing items for resale		434	0	434
<b>Total Expenditure</b>		<b>£27,145</b>	<b>0</b>	<b>£27,145</b>

**Balances and Bank Reconciliation**

Bank balances at		31/12/2018
Bank name	Description	Balance
Co-operative Bank	Current Account	£13,315
Natwest Westminster Bank Plc	Deposit	£19,323
<b>Total bank balance</b>		<b>£32,838</b>


Reconciling items as at		31/12/2018
Plus: receipts not cleared in bank		£30
Less: uncleared cheque payments		£1,871
<b>Adjusted bank balance</b>		<b>£30,797</b>

		31/12/2018
Petty Cash held	-	0
<b>Total adjusted cash and bank balance</b>		<b>£30,797</b>

<b>Opening cashbook balance at</b>	<b>1<sup>st</sup> January 2018</b>	£33,354
Plus: income		£24,588
Less: expenditure		£27,145
<b>Cashbook balance at</b>	<b>31<sup>st</sup> December 2018</b>	<b>£30,797</b>

Difference between adjusted cashbook balance and bank balance at period end 0

Note: Total adjusted cash and bank balance should match cashbook at 31<sup>st</sup> December (in blue)

Treasurer (Sarah Matthey)	 Signature _____	
Verified by committee member	Name _____	
	Signature _____	
	Date	21/3/2019

Adoption of the Treasurer's Report was proposed by Nicki Donovan and seconded by Eric Waugh.

At this point Julie Wilson, Area Development Manager for Bedfordshire, Cambridgeshire, Hertfordshire including Luton & Peterborough, stood down the 2018-2019 committee, thanking them for their work, and proceeded with the election of the 2019-2020 Branch Committee as follows:

6. Election of Committee Officers (elected individually)

Charlie Nightingale – Chair – proposed: Gabby Farrow, seconded: Janet Crofts  
Jenny Wood – Treasurer – proposed: Charles Nightingale, seconded: Alan Varty  
Sarah Matthey – Co-treasurer – proposed: Jill Boothroyd, seconded: Margaret Steane  
Trish Carn – secretary – proposed: Caroline Bent, seconded: Jean Seymour  
Caroline Bent – (Assistant) Secretary – proposed: Alan Varty, seconded: Annabel Bradford

7. Election of other Committee Members (*en bloc*); there being no further nominations from the floor:

David Boothroyd, Newsletter Editor  
Annabel Bradford, Publicity  
Mike Crofts, Webmaster  
Keith Howlett, Membership Secretary  
Myra Moore  
Margaret Steane  
Andrew Stevens

The adoption of these members was proposed by Margaret Steane and seconded by Charles Nightingale.

As there were no objections the committee was duly elected.

8. Vacancies:

- Meeting programmer

9. Any Other Business:

- Charles Nightingale put a choice of six outings this year to the vote: Tower of London; London Zoo; Woburn Safari Park; Clacton Air Show; Windsor Castle; or the National Arboretum. The choice of Windsor Castle was made by a show of hands.

The AGM was adjourned.