



**SALFORD HEART CARE
MINUTES OF THE ANNUAL GENERAL MEETING
HELD ON: TUESDAY 9th NOVEMBER 2021,
WINTON BOWLING, TENNIS & SOCIAL CLUB**

Present: Jim Collins (Chair, Director) Vincent Clifford (Director)
 Jim Clough (Director) Jean Chubb (Director)
 Victor Bailey (Director) Jane Hamilton (Therapist)
 35 SHC members Serena Rice (Coordinator, minute taking)

Jim Collins opened the meeting at 11 AM. A one-minute silence was observed for those members who have passed away during the year.

1	Apologies	Action
	Apologies were received from Alan Rowe (Director/Treasurer), Barbara Walker (Director), Yasma Osman, Lynn and Peter Frier.	
2	Minutes	
	The minutes of the last meeting, held on 5 th November 2019 were acknowledged.	
3	Matters Arising	
	All matters arising will be discussed as part of the agenda.	
4	Report and Accounts	
a)	<p><u>Annual Report</u> Serena Rice (Coordinator) presented the Annual Report and highlighted the key points including the main sources of funding received during the year and attendance at the clubs. Serena noted the reduction in the number of members attending Eccles and Little Hulton in particular, in comparison with the pre-Covid period, and explained that this was due to a number of factors including deterioration in health, illness, deaths and a fear of mixing due to Covid-19. The new venue at Winton may also not be as easily accessible as Patricroft URC for everyone. Jane Hamilton and Gordon McKay said that some members were afraid of driving/walking along the narrow path next to the brook to access the venue at Winton, and this may be preventing some members from attending sessions.</p> <p>Jean Barr asked if Dr Fitchet would be visiting Salford Heart Care to hold his annual cardiology presentation this year. Serena explained that due to Covid-19 and constraints on Dr Fitchet's time, there would not be a presentation this year.</p> <p>Dorothy Highcock said that she hadn't been reminded to pay her annual Salford Red Lottery fees for the last couple of years and was therefore no longer contributing to the lottery scheme. Serena suggested setting up a direct debit payment which is more convenient and agreed to send the information to Dorothy.</p> <p>Angela Baker asked if it would be possible to use the lounge side of Winton Social Club for future meetings, rather than the main function room. Angela said she preferred the lounge as it was more comfortable and had a better atmosphere. Jane Hamilton also agreed that she preferred the other room because there was more space and she could speak to members in a quieter and more confidential setting. Serena Rice confirmed that it was possible to use either room at the venue in line with members' preferences and suggested that refreshments could be provided on a self-service basis with a table set up for this purpose, rather than offering table service for drinks.</p> <p>Gordon and Pauline McKay said they were concerned about the amount of</p>	

storage required at home for bric a brac items, and asked if it was possible to have storage at the club rather than bringing items each week and then taking them back home. Serena agreed to follow this up with the Winton Social Club (who later suggested that a small amount of storage space may become available if the toddler group ceased to hold meetings at the venue). Serena explained that volunteers should only do as much as they feel able to do and should avoid carrying heavy items for health and safety reasons.

David Gorvett asked if it was possible to hold car boot sales to raise funds for the clubs. Whilst members are welcome to raise funds through car boot sales etc., Serena didn't think it would be viable to hold a car boot sale at Winton Social Club.

David Gorvett asked if it was possible to have more bric a brac items at Little Hulton to help raise funds to support the club. Serena agreed that volunteers were welcome to organise this but that storage space was limited at the venue.

Harry Morris was concerned that our promotional leaflets were out of date and displayed the previous Eccles venue. Serena explained that the leaflets were old stock and had been provided to raise awareness of other branches across Salford, such as St. Luke's. New leaflets would be printed in the future.

Members were asked which room they preferred to use for weekly meetings at Winton and 12 voted to move into the lounge side of the venue, whilst 14 voted to stay in the main function room. This decision can be reviewed as and when necessary depending on how many members attend the drop-in. Either room can be used for consultations such as blood pressure checks.

b) **Annual Accounts**

The audited Accounts for the year ending 30th September 2021 were presented to the members.

At the end of the previous year (2020) the country was in lockdown due to Covid-19, resulting in no audit and no AGM. Throughout lockdown monthly accounts have been prepared. Income did arise from grants during lockdown with expenses being from wages, consultations and zoom licences.

When SHC closed in March 2020 the total capital was £155k and you can see from the figures on the final page it is now £175k. This is due mainly from grants received and partly from investment income and donations.

During this year monthly accounts have been prepared with figures being balanced with the bank account and now that we are open cash receipts are banked.

We are in the process of changing our current account because HSBC are introducing a monthly charge as well as 40p for each cheque used and every cash banking. Our new bank is Virgin Money - there are no charges and the bonus of a small amount of credit interest.

We have a written investment policy which says we will review our investments annually. The Nationwide investment is sound at 1.6%, the Bright investment took a nosedive in early 2020 due to Covid and is recovering, whilst the RBS account is in the process of closing. We are hopeful of obtaining a Virgin Money term deposit bond.

The biggest change on the accounts is the Funding pot for Admin / Staff (final

	<p>page) to pay our admin and staff costs that annually exceeds £20k. In February 2020 the Development pot was supplemented by funds from each branch (Eccles 20%, Irlam 40%, Little Hulton and Bereavement 10% each). Grants for wages have added to this pot. The policy will be to transfer funds annually to fund costs and replenish the pot with annual subscriptions and branch funds as necessary.</p> <p>The audit was completed last month and a certificate of approval signed.</p> <p>Serena asked if there were any questions on the accounts.</p> <p>Marion El Qasem suggested employing a fundraiser for Salford Heart Care on a payment by results-based basis to help secure grants for Salford Heart Care. Serena agreed that this could be a possibility but explained that a fundraiser would need to have a really good understanding of how we operate, and any new projects would require a new team of employees and volunteers.</p> <p>The accounts were adopted - agreed by Marion El Qasem and Victor Bailey.</p>	
5	Appointment & Election of Officers	
	<p>Serena invited members of Salford Heart Care to join the Steering Committee and explained how much time and commitment this would require.</p> <p>The members agreed that the directors should be reappointed for the forthcoming year.</p>	
6	Membership Subscriptions 2021-2022	
	<p>The Management Committee recommended that annual subscriptions should remain at £10 per person for 2021-2022 financial year.</p> <p>Serena explained that membership subscriptions were not collected for the previous financial year on reopening in June to compensate for 6 months lost membership following lockdown in 2019-2020 financial year.</p> <p>Serena emphasized the importance of completing the gift aid declaration on the back of the membership form as this enables us to claim gift aid on tax payer's donations amounting to 25%.</p> <p>Members agreed with the proposal that subscriptions will remain at £10. Membership subscriptions for 2021-2022 are now due.</p>	Serena / members
7	Any Other Business	
	<p>Jim Collins reminded members about the Christmas Party to be held at De La Salle Sports and Social Club on Tuesday 14th December 2021. Tickets are on sale now. Donations of raffle prizes were also requested.</p> <p>Jane Hamilton wished to congratulate Salford Heart Care on behalf of the members for the fabulous work and noted how hard the staff and volunteers worked. She said she was very proud of the organisation after 34 years of operation, and was amazed at what had been achieved over the years and that it would not be possible without the help of all the members and volunteers. Jane said that she would help where possible, particularly in terms of promotion and awareness raising at Little Hulton.</p>	
	The meeting closed at 11:45am.	