

Self Help UK

Minutes of the AGM held on November 14th 2023

Attendees

Nina Ennis
David Maruta
Nigel Cordier
Suzanna van Schaick
Niki Johnson
Susan Marsh
Martine Sheridan
Nic Ramsdale
Sadman Shovon
Pedram Owladi
Sarah Treadwell-Baker
Katharine Mckinnon

Interpreters

Rebekah Cubit

Apologies

Hayley Allison
Amran Hussain

Minutes of last AGM

The minutes of the previous AGM held on 22nd November 2022 were agreed to be a correct record.

Annual Accounts 2022/23

Suzanna van Schaick, the trustee chair of Finance Subcommittee introduced the annual accounts.

2022-2023 was a year of relative financial stability for SHUK. At the end of the year there was a net income of £88K, and total funds carried forward of £298K. These are both higher than the figures for the end of 2021-2022, although it should be noted that the high net income was partly due to the release of some deferred income.

Despite this positive situation, the stage of some of our projects and the timing of some funding payments may mean that 2023-2024 is financially tighter. However, the organisation now has good cash flow forecasts which have proved to be accurate, and we continue to monitor our financial situation regularly.

the reserves policy has not changed. It included calculated exit costs and one month of staff salaries and a £7k for liquidation costs.

Nina Ennis thanked Susanna as chair of the Finance Committee and asked for thanks to also be passed onto Sam Morrison, Finance Manager, who provides the information for the Committee to review and discuss.

Appointment of Independent Examiner

Suzanna van Schaik explained that as a small charity we are required to appoint an independent examiner of our accounts. The independent auditor is currently CA Plus and Suzanna proposed that they were re-appointed. Nigel seconded this proposal noting that as they are familiar with the organisation, there seems no reason to change.

Presentation of the Trustee Report 2022/23

Nina Ennis introduced the trustee report for 2022/23. She explained that the format is prescribed by the Charity Commission. She noted that it had been a busy year and thanked staff, and volunteers for their hard work. She brought attention to the following points:

- The Beyond Diagnosis service, which is funded by Macmillan, focuses on personalised support, empowering and enhancing patient experience. It uses volunteers to great effect. The volunteers are key, and they support people and families. It can be a listening ear or practical help.

The ethos and delivery model has been so successful that it has developed sister services including:

cancer care coordinators working within PCNs. They work with GPs and primary care professionals and manage a case load of patients. The holistic needs assessment has been fundamental for the cancer care coordinator, and they cross refer to the Beyond Diagnosis service.

Working within the cancer surgery prehab service at Nottingham University Hospitals.

- The Learning Resource Centre (previously resource centre) was mobilised in the year and the team undertook surveys to understand training needs resulting in the first online course being developed.
- The Deaf Cancer Support Team launched the online service in October 2022. The launch was very successful resulting in a lot of media coverage and conversations about the new service. The team has developed a website for to meet the needs of the deaf community. An evaluation was commissioned by Manchester University and the SORD team.
- The BAME project came to an end in March 2023. The project had focused on making a difference of the black and minority groups in Nottingham and had actively contributed to the race based partnership.

- Other work in the year included operational improvements including adoption of SharePoint and commissioning a new HR provider.
- Trustees oversaw recruitment of four new appointments to the board.

Nina Ennis commented that whilst the AGM was focused on 2022/2023, there have been some recent developments to mention:

- The Beyond Diagnosis service won the Macmillan 'Whatever It takes' award
- The Deaf Cancer Support team ran a workshop at the Macmillan conference with their chief executive joining the session.
- A new Managing Director, Ian Boyd, has been appointed and will take up post on Monday November 20th, 2023.

She concluded by thanking staff, volunteers and trustees for their tireless work and passion for providing high quality services for our clients. Self Help UK is a great organisation with a bright future, albeit with some current funding uncertainties.

Retirement and Appointment of Trustees

In line with the Articles of Association, two trustees, Nina Ennis and Nigel Cordier were retired. Both were willing to be re-appointed. Suzanna van Schaik proposed and David Maruta seconded that Nigel be re-appointed as a trustee. Nigel Cordier proposed and Suzanna van Schaik seconded that Nina be re-appointed as a trustee.

It was noted that Berenice Brown and Michael Savage have tendered their resignations as trustees. Nina reported that recruitment for new Trustees has begun.

Appointing the Trustee Chair

Nina Ennis introduced this item asking for nominations to chair the organisation. Susanna van Schaik stated that she could not volunteer to take on this role but would like to re-elect Nina Ennis. This was seconded by Nigel Cordier.

Any other business

No issues were raised.

Nina Ennis thanked everyone for attending the AGM and closed the meeting.