**Minutes of Hastings Voluntary Action’s AGM and Conference**

**Held on Friday, 17th November 2023 - East Sussex College Hastings**

1. **Welcomes and Apologies**

Mary Carter acting as Chairperson opened the meeting.
The Chair accepted apologies and thanked attendees for taking time out of their busy schedules to support the HVA AGM.

1. **Approval of the Minutes of the Previous Meeting held on 2nd December 2022**

The minutes had been circulated to members prior to the meeting and published on the HVA website. No corrections or comments were raised and the meeting was asked to approve the minutes of the AGM on 2nd December 2022.

***Meeting voted unanimous to accept the minutes of the AGM of the 2nd December 2022 as a true copy of the notes of the meeting with no abstentions or votes against the proposal.***

***Proposed: Tracey Rose Seconded: Julia Wells***

1. **Consideration and Adoption of the Annual Report for the year to 31st March 2023**

The delegate pack contained a summary of the formal annual yearly review and Steve Manwaring took the meeting through a presentation that explained in more detail the work of HVA over the 2022/23 period. It had been a busy year for HVA acting as the infrastructure organisation to provide group support and access for local organisations across a whole range of different services. Managing a portfolio of diverse projects, developing ideas, initiatives, and collaboration on issues such as Men’s Health, Food Network, sustainable food system and Age Friendly communities’ work. Jackson Hall continues to offer meeting spaces, hot desking, booths and virtual office facilities and to improve these facilities HVA have submitted an application to the Community Ownership Fund to provide additional space at Jackson Hall by creating a mezzanine floor over the assembly hall space.

Steve ended the presentation by thanking the remarkable group of people that support HVA, the Trustees, staff, and volunteers for their energy, commitment, and passion.

Mary also reiterate Steve’s comments and thanked those involved for their fantastic teamwork and commended HVA on the sheer scale of work and help given to communities across Hastings. On behalf of the Trustees Mary also thanked Steve for his leadership and the highly valued work of the staff team.

QUESTIONS: None.

***Meeting unanimously agreed to adopt the annual report for the year to 31st March 2023 with no abstentions or votes against the proposal.***

***Proposed: Nigel Sinden Seconded: Godfrey Bevan***

1. **Consideration and Adoption of the Independently Examined Accounts for the year to 31st March 2023**

Accounts circulated with the agenda had been independently examined and approved by the Trustees. Full accounts published on the HVA website and lodged with the Charity Commissioners.

Trustee Helen Barraclough took the meeting through a brief synopsis of the balance sheet showing how the money had been spent. HVA is in good shape and in good hands and working hard to meet ongoing and new challenges. Thanks to HVA’s recently retired Keith Miller and tribute was paid to Graham Goode, long time Trustee who passed in 2023.

QUESTIONS: None

***Meeting unanimously agreed to adopt the independently examined accounts for the year to 31st March 2023 with no abstentions or votes against the proposal.***

***Proposed: Phillipa Begley Seconded: Godfrey Bevan***

1. **Appointment of Independent Examiners for 2023/2024**

Ashdown Hurrey were nominated as independent examiners for 2023/24 and delegation assigned to the Trustee Board to agree remuneration directly with the independent examiner. Thanks to Ashdown Hurrey for their support over many years.

***Meeting unanimously agreed to accept the nomination of Ashdown Hurrey and formally approved them as independent examiners for 2023/2024. The Trustee Board to agree remuneration directly with Ashdown Hurrey.***

***Proposed: Trustee Board Seconded: Julia Wells***

1. **Announcement and Election of HVA Board of Directors**

There were no nominations of trustees standing for election

Thanks to Dawn Poole and James Johnson who were stepping down as Trustees and the Board wished to formally recognise the keenly felt loss of Trustees Graham Goode and Mike Cornish.

**Formal part of AGM Closed 10.15am**