



## AGM 2022 MINUTES

**Location:** Community Base, South Wing Conference Room

**Date:** Wednesday 9th November 2022

**Time:** 7pm-9pm

**Hybrid meeting in the room and on zoom.**

**Attendees:** 30 on zoom (9 members)

19 in the room (14 members)

**Total participants:** 49

**Members present:**

Dave Clarke; Diana Jevons; Emily Holmes; Gray Hutchins;  
Janet Trigwell; Olaf Dabrunz; Suzanne Spiridon; Tim  
Hughes; Yasmin De Lacy; Amy Knowles; Dominique  
Gibbons; Gregory Nicolau; Heni Tinker; Jack Norwood  
Katie Hudson; Linda Saltwell; Naomi Lacey; Simon Budden  
Tony Larkin; Nadia Bunker; Martin Bunker  
Helen Davies; Tara Allen

**Detailed member register filed here:**

[https://docs.google.com/spreadsheets/d/1qUupSmhPq0Yp76e1UZdFxFxLydKKIGdlHoc4nn\\_fDS81E/edit?usp=sharing](https://docs.google.com/spreadsheets/d/1qUupSmhPq0Yp76e1UZdFxFxLydKKIGdlHoc4nn_fDS81E/edit?usp=sharing)

**Apologies:** Catherine (parents group); Yvonne Rivers; Dr  
Jess Eccles, Pollymarch Mather, Shirley Knight.

## 1. Welcome

- Co-Chairs Katie Hudson & Linda Saltwell opened the meeting, welcoming those present.
- The Trustee nominees and others were introduced.
- Katie gave background to our new Charity status.

## 2. Approval of minutes from the last AGM

Linda asked people present at our last AGM to propose that the Minutes are accurate:

- **Approval of minutes of last AGM minutes**  
proposed by: Naomi Lacey  
seconded by: Simon Budden  
membership voted as one - carried unanimously

## 3. Finance review and approval of audited accounts

- **Approval of the audited accounts** proposed by:  
Simon Budden  
seconded by: Penny  
voted as one - carried unanimously

## 4. New Year Business

### NEW CONSTITUTIONAL BUSINESS

As we are a new charity, and as per the constitution, the previous committee members stood down as one.

- Linda introduced the 9 trustee nominees individually, drawing people's attention to the trustee nominee summaries available, and then proceeded to voting on the new Board of Trustees.

#### **Nominated trustees:**

Linda-Jane Ashton-Saltwell (Co-Chair); Katherine Anne Hudson (Co-Chair); Amy Nalini Knowles (Secretary); Dominique Louise Gibbons (Treasurer); Tony Larkin; David Clarke; Nadia Marie Bunker; Helen Davies; Tara Allen.

**9 Trustees to be voted onto the Board** proposed by: Simon Budden  
seconded by: Martin Bunker  
voted as one - carried unanimously

- Voting on a charitable CIO constitution with amendments - Linda took members through the new Constitution and pointed out the amendments on page 1 'National' ( to be added into the objects) page 12. '11' Trustees maximum (which was previously 7). These would need to be presented to the Charity Commission for approval.

**New Constitution with Amendments** proposed by:  
Martin Bunker  
seconded by: Simon Budden  
voted as one - carried unanimously

Questions from floor: does changing amendments from local to national have ramifications for funding. Co-Chair – No as we still hold our in person support services in Brighton and Hove so can access locally funding but also wider and larger funding pots which cover National funding and other ways to fundraise like sponsorship and shaking a bucket.

## **NEW FINANCIAL BUSINESS**

- Dominique took members through the proposal for a new bank account.
  - Reasons for this proposal - given our charitable status we need to change to a bank account suitable for a charity. We would also like to use a bank that is ethically well rated.
  - For our new bank account, we propose to open a Community Current Account with Metro Bank
  - Our key officials are the 9 appointed trustees: Linda-Jane Ashton-Saltwell (Co-Chair); Katherine Anne Hudson (Co-Chair); Amy Nalini Knowles (Secretary); Dominique Louise Gibbons (Treasurer); Tony Larkin; David Clarke; Nadia Marie Bunker; Helen Davies; Tara Allen.
  - The 3 signatories authorised to operate the account will be: Linda-Jane Ashton-Saltwell (Co-Chair); Katherine Anne Hudson (Co-Chair); Dominique Louise Gibbons (Treasurer).
  - The bank account will be opened on the basis that the 'one-to-sign' signing rule applies to

payments of £500 or less. Payments of amounts in excess of £500 will be subject to a 'two-to-sign' rule.

Dominique then sought approval for the proposal to open a new bank account as discussed.

**Approval to open a bank account with Metro Bank**

proposed by: Tony Larkin

seconded by: Martin Bunker

voted as one - carried unanimously

- Katie took the meeting through a Financial overview, with information about the lottery bid submitted and the project ideas for the organisation's future strategy. A full financial report was available in hard copy to read and had been sent to membership in electronic copy. This will be lodged with the charity commission. As well as financial overview on slides on zoom.
- Finance now has some reserves with a recommendation for 2 months reserves of £2k per month plus £500 for emergency. So a contingency of £4.5k in the accounts to cover financial stability.
- ADHD Aware have put in a funding application to the National Lottery to fund the project for 3 years. We have asked for £200k alongside corporate sponsorship for a further third to help fund our activities and allow us to employ staff to help us develop our services.

**5. Review:**

**Our services...before and after Covid 19.** - Linda showed members how the numbers have increased exponentially since the organisation went onto zoom.

The membership is growing exponentially and costs are rising all the time. The newsletter goes out to around 2,300 individuals per month. Linda went through the different groups from the 7 strands of drop and peer support. Members and/or volunteers from each strand feedback.

- **Peer group experiences** – has been really helpful being a part of the group both as a user and a volunteer.

Supportive as therapy is really expensive and these groups are accessible and welcoming and have real one to one understanding and empathy. The peer support model really works well works. – *“I felt I fitted in and I didn't feel like the odd one out anymore. I felt comfortable and right even though I was dead nervous”.*

- **Peer Group discussion** – *“I started my ADHD journey this year and it has been invaluable whilst waiting for a formal diagnosis. The focus topic really helped me understand myself”.*
- **Partners Group** – *“As a user and volunteer, so good to shared stories and experiences, there is nothing like it. We get to see the funny side and knowing that you are not alone”.*
- **Parents of Children and Young people** – Charlie – A real international flavour of the group online. What we wanted was informal and peer led spaces and not formal almost clinical settings, which puts everyone at ease. We talk about how brilliant our kids are even when things are tricky. Exploring different ways to hold our discussion.
- **Parents of young adults** – *“A supportive group, I started coming over a year ago. I started volunteering with Naomi and now I lead the group with others and we get a lot of people from all over the country, even the world! FB group already has 180 members in just a couple of months”.*

Hearing from you...people tell us their experiences. - Ali, Robin and Suzanne from different parts of the country told their stories and how ADHD Aware has supported them.

Our pilot courses and projects.Katie outlined the 3 pilot courses we funded and ran over the last year: Couples Course; 10 week support course; and 2 webinars.

**6. Patron:** ADHD is looking for a Patron – we asked our members who that could be. Dr Jess Eccles is based at Sussex medical school and on the neuro divergent team at

Falmer University. A leading specialist in the world around hypermobility (EDS) and neurodiversity. Jess has agreed to be our patron if the membership agree to approach her.

**Katie made the proposal, seconded by Linda and the room unanimously voted to approve Dr Eccles' appointment as Patron of ADHD Aware.**

**7. NHS Awareness Raising Workshops.** Jack took us through a review of the NHS lunch and learn awareness training and surveys developed for the course.

**8. Fundraising** - He also spoke about fundraising and thanked Clive (who ran the marathon for us this year) and introduced the idea of fundraising through Tara who is keen to support us with her unicycle and others who are willing to run on our behalf.

**9. A big thanks** - Linda thanked all our members, users and volunteers as well as our board of trustees - Linda outlined their range of skills including teaching, NHS commissioning, finance, counselling, coaching, charity sector, group facilitation and more.. We have 35 volunteers supporting across the board with a broad range of specialities and skill sets. Thanks to Jack and Naomi, also Yvonne and Karen for your facilitating support with our courses. Thank you also to our partners including The Tdc, Assert, The Amigos and Resource Centre for their partnership. Thanks to William our film-maker and our funders over the years, BHCC, sussex community foundation, chalk cliffe trust and the lottery. Jack thanked Linda.

**10. The Future:** What next? Looking for corporate sponsorship, partnerships and longer term sustainable income, structure and process. Fundraise based on the pilots which have worked, now to grow them as services including employing staff to grow capacity. We also want to do more of the same!

**11. As always...we finish with a film!**

After a short tea break.

Camera man, journalist and broadcaster William Ranieri has helped us put together a film for our AGM. It is made up of a few 'shorts' at the beginning, which will go onto various parts of our website. Followed by the new fundraising film.

**End of the Meeting:** 9pm

**Signed:**

A handwritten signature in black ink, appearing to read 'Linda Saltwell', with a horizontal line extending to the right.

**Linda Saltwell (Co-Chair)**

**Date signed:** Friday 16th December 2022

**Dominique Gibbons (Treasurer)**

**Date signed:** Friday 16th December 2022