



# Southampton Voluntary Services

## Minutes Of The Twenty Second Annual General Meeting Southampton Voluntary Services

Held On Friday 2nd October 2020 by Zoom due to COVID 19 constraints

### ATTENDEES:

Cllr Sue Blatchford	The Right Worshipful Mayor of Southampton
Kevin Liles	Chair of Southampton Voluntary Services
Mike Treasure-Jones	SVS Vice Chair
Carol Day-Rogers	SVS Honorary Treasurer
Cllr Satvir Kaur	SCC
Louise Harris Scott	Southampton Scrapstore
Andi Maratos	Chrysalis
Annie Clewlow	Communicare
Mark Kelsey	S CCCG
Ella Foxhall	Southampton University
Angelina Whitmarsh	Buzz group
Carolyn Abel	SCC
Nikki Skeats	SCC
James Rimmer	S CCCG
Rebecca Kinge	Southampton Collective / SVS
Jake Radwell	
Donna Chapman	S CCCG
Ahmed Sasso MBE	SVS Executive
Emily Halls	MHA
Jill Ghanouni	S CCCG
Tim Kiver	Tim Kiver Foundation
Adrian Littlemore	S CCCG
Elliot Nolan	SCC
Vanessa Slawson	Scout Assoc
Iane Chambers	TWICS
Emma Stride	Home Group
Cath Watkins	Folk Active
Andrew Jackman	Southern NHS / So'ton Film Theatre
Ali Beg	AWAAZ Radio
Helen Savage	So'ton Family Trust
Anna Roberts	So'ton Children's Play Assoc
Jason Murphy	SCC
Mike Harris	SCC

## **SVS Staff Attending**

Jo Ash CBE	SVS CEO
Rob Kurn	SVS Deputy
Jude Perrott	SVS Finance officer
Nicky Judd	SVS SO:Linked manager
Chris Bond	SVS staff

## **Apologies**

Peter Keeley	SVS Executive Committee
Ricky Dhanda	Hants Constabulary
Grainne Siggins	SCC
Parvin Damani MBE	Muslim Council Southampton
Olivia Barnes	SRNN
Simon Theobalds	
Sue Richings	Headway Southampton
Stephen Coltman	So'ton, Winchester & District BLESMA
Sharon Stewart	SCC
Mary D'Arcy	SCC
Steve Smith	SCC
Moraig Forrest Chard	SCCCG
Pete White	Central Counselling and Training service
Sandy Hopkins	SCC
Cllr Tom Bell	SCC/ SVS Executive
Simon Mantle	SVS Executive
Jenny Arnold	North So'ton Community Forum
Roy Stubbs	So'ton Hospital Broadcasting Assoc
Claire Whitaker	City of Culture 2025 bid director
Paul Paskins	SCC

**1. Welcome** – Kevin Liles, SVS Chair opened the 22nd Annual General Meeting and welcomed everyone present to our first online AGM which was held in this format due to the prevailing COVID 19 safety considerations and requirements. He reminded people of the etiquette for Zoom calls and explained that the chat function could be used to raise any questions which would be answered after the meeting via SVS website. He also explained that voting would take place using the 'thumbs up' symbol or by typing yes , no or abstain in the chat box .

**Apologies** – there were 20 listed apologies as above.

## **2. Minutes of the 21st Annual General Meeting held on Friday 4<sup>th</sup> October 2019.**

It was unanimously agreed that the minutes of the 21st Annual General Meeting, held Friday 4<sup>th</sup> October 2019 were a true and accurate copy.

Proposed by Kevin Liles  
Seconded by Mike Treasure Jones

### **3. Matters Arising from the Previous Meeting.**

There were matters arising from the previous minutes. It was noted that Annie Clewlow had been omitted from the attendees list for last year's meeting.

### **4. Presentation of SVS Annual Report 2019 - 2020**

Jo Ash presented the Annual Review covering 1.4.2019 to 31.3.2020 which was period of significant uncertainty and transition whilst SVS led a consortium bid for the SO:Linked community development and navigation work for groups and individuals which launched on 1.10.19 so celebrated its first anniversary yesterday.

SVS voluntary sector support role and volunteering development work throughout the year was outlined together with the activities of other aspects of SVS work – Healthwatch Southampton, City Shopmobility and Community Roots which having had a very successful year with supported volunteers help to access further training and work experience had sadly been suspended since COVID 19 lockdown as our business partner is currently unable to sustain their contribution to the project after many years funding it.

Over 12K contacts were made with voluntary , community and social enterprise organisations during the year on a vast array of issues to do with governance and effective management and service delivery in the sector and more than 1K volunteers were linked to opportunities across the city. In addition SVS reflected voluntary sector voices and views in key multiagency and strategic partnerships around issues to do with health and social care, safeguarding , city safety, culture and at the overarching city leadership group Southampton Connect.

Jo mentioned examples of SVS partnership work undertaken including to promote accessibility through articulating a simple collective vision within the City Plan development for Southampton to be the UKs most accessible city by 2050 ; through the Street Support Action group formed out of earlier work on beds , begging and business with its Homelessness Charter vision that Southampton is a city where no-one has to sleep rough or beg ; work with the early years team supporting parent committees of preschool playgroups and as aprt of the Mayflower 400 and most recently City of Culture bid steering group.

Jo concluded by outlining how the planned SO:Linked service had adapted to the changed circumstances around COVID 19 to respond swiftly and effectively to support local people as part of the city wide emergency response. She thanked both the formal partners and wider VCSE sector colleagues who had contributed to the redesign and updates of the SO:Linked website – the go to place for public and frontline staff on services available during the emergency phase. SVS thanked all the team, volunteers, Executive Committee and of course its funders and supporters for the help and input which means together we could face these difficult times and make a positive difference to people's lives.

## 5. Presentation of Accounts 01.04.19– 31.03.20

Carole Rogers SVS introduced herself as Treasurer and thanked Jude Perrott for preparing the presentation. She advised that the full accounts are on the SVS website and are available on request. She explained that the accounts are formally approved by the Executive Committee and are presented to the AGM and members for information rather than requiring a vote of acceptance.

Carole explained that the governance process for SVS finances. Day to day activity is delegated through line management from the CEO to Finance officer and overseen in detail by the Finance Sub-Group which reports to the full Executive Committee. SVS have now moved away from a full Audit to Independent Examination as Income is below £1 million and assets are below £3.26 Million. The accounts are independently examined by external auditors and this is the second year this has happened now undertaken by Morris Crocker following a supplier review and tender process.

She said that the last year had been very challenging and detailed the following points:

### **SVS total Income £643665**

SVS's total income breaks down as 10% related to the Southampton City Council Core Grant and other Voluntary Sector support Team (VSST) income, and that 85% relates to services. The remaining 5% includes sundry items, such as interest and room booking fees.

Core funding and voluntary sector support income is £169,565 some of which is recurring and some is one off in nature.

Services income is £474,100 in total with the largest services being the new SO:Linked contract and Healthwatch Southampton

The major funders to SVS are:

- Southampton city Council
- CCG
- Ideal Foundation

We are grateful to every one of our funders, each making a hugely valuable contribution to allow us to continue with our work

Volunteers are a vital component of SVS work and we have calculated that the volunteers have contributed a total of at least £64252 based on national hourly median earnings and equivalent to 2.5 FTE posts.

Although we are not required to publish our gender pay gap, as part of good practice and SVS's commitment to equality and diversity, we have chosen to monitor and publish our gender pay gap. The gender pay gap is the difference in the average hourly wage of all men and women across a workforce. If women do more of the less

well paid jobs within an organisation than men, the gender pay gap is usually bigger. SVS is pleased to report that there are no gender pay gaps.

This is our second year of Independent Examination however, it is our first year with our newly appointed accountants Morris Crocker. This has resulted in further saving on accountancy fees however there is no difference in the level of scrutiny.

Carole Rogers conveyed her gratitude to Jude Perrott SVS Finance officer for all her hard work in managing and preparing the accounts, especially under the exceptionally difficult circumstances faced in 2020.

## **6.TO ELECT THE HONORARY OFFICERS AND MEMBERS OF THE EXECUTIVE COMMITTEE**

### **Chair**

Kevin Liles

Proposed: Mike Treasure Jones

Seconded: Carole Rogers

### **Vice Chair**

Mike Treasure-Jones

Proposed: Carol Rogers

Seconded: Kevin Liles

### **Honorary Treasurer**

Carole Rogers

Proposed: Kevin Liles

Seconded: Mike Treasure Jones

Cllr Sue Blatchford, The Right Worshipful Mayor of Southampton asked if there were any further nominations and then recommended taking the uncontested nominations en bloc. All were unanimously elected.

The election of Executive committee members, covering the positions for the 3 year period 2020 – 2023 were

### **Committee Member**

Simon Mantle

Proposed by: Kevin Liles

Seconded by: Mike Treasure Jones

Cllr Sue Blatchford, The Right Worshipful Mayor of Southampton asked if there were any further nominations and then conducted the vote which was unanimous.

## **7.To appoint Morris Crocker as Independent Examiners of the company\*, to hold office until the conclusion of the next General Meeting at which the accounts are laid before the Company.**

Proposed by Carole Day-Rogers

Seconded by Kevin Liles

This resolution was unanimously agreed

## **8. To authorise the member of the Executive Committee to fix the remuneration of the Independent Examiners\***

Proposed by Carole Day-Rogers

Seconded by Kevin Liles

This resolution was unanimously agreed.

The Mayor enquired about the costs and level of saving to SVS having moved to an independent examination of accounts and this was confirmed to now be a fee of £1140 from the last full audit fee of £6396 which is a considerable saving.

## **9. Concluding comments**

The Mayor apologised for joining the meeting late due to a call about volunteering at the hospital which had overrun but she was pleased to join and preside once again at an SVS AGM. She reflected on the important role that volunteers and voluntary organisations play in the life of the city.

She reflected that the reports, and her experience, show that together we can do so much more than when alone we do so little. She congratulated SVS for its work during the year and for making a real difference to the quality of peoples lives in the city. She re-iterated that SCC see SVS as an important city resource which it values so long may it stay.

Having been to previous SVS AGMs the Mayor reiterated that she hoped next year we would again be able to meet again face to face but that meanwhile it was important that everyone should stay safe and follow the guidelines and she wished everyone well in the coming year.

Kevin Liles thanked the Mayor for presiding and for her comments. He reflected that it is 10 year since he retired from the NHS and took on the SVS Chair role - period which coincided with austerity measures and underinvestment in the voluntary sector as a result combined now with the challenges to the sector with increased demand from COVID 19 and the collapse of fundraising as a result . He referred to the richness and diversity of the voluntary sector and the crucial role played by volunteers in the city which are vital to our strengthen and resilience and sincerely hoped that as the green shoots of recovery emerge that in the post COVID world that the voluntary sector will be seen as a more central and crucial partner going forward with a bigger part to play and be resourced accordingly.

## **10 Date of next Meeting – Fri 1st Oct 2020 tbc**