

Scarf AGM 2020

Wednesday 4th November 2020 at 7.30pm
Via Zoom due to Covid-19

Present: Gary Morgan, Debbie Morgan, Paula Williams, Cerys Williams, Bob Burney, Lucinda Dowson, Kate Reeve, Jenny Gloady, Sue Evans, Cathy Smith

Meeting opened at 7.30pm by Gary Morgan (Scarf Chair)

1. **Apologies** – Jo Williams, Jill Barnett, Elina Zotova, Nicola Timms, Lynn White
2. **Minutes of 2019 AGM** - approved
3. **Annual report for 2019** – the report was emailed out in advance to members and interested parties – this was due to time limits on the zoom platform to go through the report in detail. Gary checked that everyone had seen and read the report.
4. **Questions for the Committee** – there were no questions for the committee regarding the report from meeting participants, or in advance via email.
5. **Treasurer's Accounts for year ending 31st December 2019** – Bob Burney (Treasurer) briefly went through the accounts, which had been emailed out to participants in advance. Bob explained that at the end of 2019 we were in a very healthy position with around £80,000 in our account, with £30,000 held in reserves (including our members' Concessions Fund). Bob stressed that fundraising is important, especially as Short Breaks Funding is facing cuts again from April 2021.
6. **Thank-You's:**
Bob thanked Rick and Sally Coombe for all their hard work raising money for Scarf over many years – as mentioned in the annual report during 2019 they raised £2000 for Scarf through their open studio event and other events during the year, which brings them up to a total of £19,000 raised over the last 13 years (now £20,000 if we include 2020's income). This is an enormous contribution to Scarf.
Bob and Gary Morgan also wanted to thank Sarah Newman and Jackie Lewis who stepped down this year as Trustees, for their many years of service to Scarf via the committee and as Trustees. Gary said that this year Scarf would be looking to appoint more Trustees to replace them.
Gary also thanked Lucinda Dowson (Programme Coordinator) for all her work over the year.
7. **Covid and our Future Plans:**
Lucinda gave an update on activities that had taken place during 2020 since March. During lockdown we were able to continue with our Drama and Girls's Groups via zoom, and were also able to offer some Multi Sports zoom sessions with The Gym Tin. Once lockdown eased, we were keen to find out if families were interested in taking part in some face-to-face activities over the summer holidays. A quick survey revealed that 29 families were keen for us

to provide some summer activities. A summer programme was hastily pulled together offering 10 activities, including golf, alpaca walking, sea water baths, taekwondo, tennis, etc. These took extra time to plan given the government guidance - Scarf Risk Assessments needed re-doing and guidance for families and staff taking part were created, plus liaising with providers on their risk assessments and new covid-safe procedures. All activities were outside, in smaller groups and sometimes with two smaller sessions instead of one long one. However, once activities were set up, families were keen to take part – around 40 families accessed the holiday activities, and the feedback has been excellent. In September we re-started our multi sports club face to face with tennis, but now have to stop again and are looking at starting up some more zoom sessions. Youth Club has started up again with some zoom sessions, which have gone well so far. The Girls' Group are now using the JusTalk Kids app to run some virtual sessions via messaging as the video apps were not popular with the group. The October half term was a success with a variety of activities on offer, including a Scarf 2 archery session and a youth club meet up at Mabel's café.

Paula Williams (Fundraising) talked about the Scarf re-brand which began at the end of 2019. It was felt that our logo and website desperately needed updating. We contacted a company called Glow who offered to rebrand our logo, leaflet and website for a £1000 budget, which was a big discount on their usual rate. They prepared two alternative logos for the committee to consider and we chose the one that we felt was the best fit for Scarf. New leaflets have been printed and also the website updated with the new logo and style and many more photos: www.scarfnewforest.org. Unfortunately we weren't able to have the launch party we planned due to Covid, but hope to do this in the future. Once life returns to normal we will distribute leaflets to all the relevant establishments (including GPs, CAMHS, schools, shops, cafes, etc).

Paula discussed some of the future plans, which include extending Multi Sports to include over 19's (to have two groups either by age or ability), continuing to strengthen our other clubs, and also offering Parent Forums with guest speakers to talk on various topics of relevance to parents with a SN child. Our ultimate goal would be for Scarf to have our own premises with an office, room for our clubs and storage.

8. **Election of committee members:**

Chairman: Gary Morgan - proposed Paula Williams, seconded Debbie Morgan

Vice Chair: Paula Williams – proposed Cathy Smith, seconded Jenny Gloady

Secretary: Debbie Morgan - proposed Gary Morgan, seconded Paula Williams

Treasurer: Bob Burney, proposed Gary Morgan, seconded Cathy Smith

General Committee: Jenny Gloady, proposed Gary Morgan, seconded Paula Williams; **Kate Reeves**, proposed Debbie Morgan, seconded Paula Williams.

Gary reinforced that all committee members have a responsibility for fundraising and should keep an eye out for opportunities. He also explained that non-committee members can also take on fundraising tasks if they would like to.

9. **AOB/Close:**

Cathy Smith asked if the membership fee for 2021 would be kept at £20. Gary explained that the committee were discussing whether to drop the fee for 2021 due to Covid and it's effects, or reduce it by 50%. A decision will be made at the next committee meeting.

Sue Evans said a special thank you to everyone at Scarf and how much she enjoyed hearing how we were getting on.

Cerys Williams gave a quick update on the virtual girls' group that they had before the meeting, that 3 girls attended and it went very well.

Gary Morgan thanked all those attending and closed the meeting at 8.10pm

Financial Statement Year Ending 31st December 2020

Income for 2020.

		£
2020 Membership	1,280.00	1280.00
Subscriptions from Activities	3,359.00	
Youth Club	612.50	
Girls Group	57.00	
	Sub Total	4028.50
Donations		
Solent Models	67.50	
Testway Walk	379.12	
Milford-on-Sea VCC	500.00	
Hampshire CT Payment	476.65	
Emma Williams	13.19	
New Milton Resid Ass	750.00	
Rick & Sally Coombe	1,222.67	
Charity Aid F Payment	67.50	
Chapman Charatable Trust	1,000.00	
Milford Mutual Aid	280.00	
Solent Model Club	69.50	
Waitrose Charity Cheque	333.00	
	Sub Total	5159.13
Grants		
Hampshire HIWCF Grant	2,875.00	
HC Council	5,051.83	
HC Council	5,051.83	
	(12,978.66)	
HC Council re-fund	-3,755.00	
	Sub Total	9,223.66
HMRC JRC Grants (Furlough)		10,248.33
Scarf payments refund		183.90
Bank Transfers Savings to Current		13300.00
Virgin Money	321.95	
Interest	27.76	
Amazon	31.04	380.75
Total Income for 2020		£ 30,504.27

Financial Statement Year Ending 31st December 2020

Expenditure for SCARF 2020

Salaries	22433.84	
Income Tax	711.46	
Pensions	747.04	23892.34
Insurance	822.23	
Glow Design Co	1482.00	
Web Site	151.12	
Stationary	582.23	
Telephone & Ins	366.25	3403.80
Drama	970.00	
Tennis	255.00	
Gym Tin	420.00	
Activities	4,634.46	6279.46
Personnel Exp's	573.70	573.70
Charity Exp's (London Marathon/Christ Chocolates)	646.00	646.00
Repayment to HCC	3755.00	
Total		£ 38,549.96

Financial Statement Year Ending 31st December 2020

Deposit Account BIA End of Year 2020 £ 80,185.01

Current Account End of Year 2020 £ 567.78

Bank Balance Jan 2021 £ **80,752.79**

Income 2021 £ 30,504.27

Expenditure 2021 £ 38,549.96

Surplus £ -8,045.69

Deposit Account 2021 BIA £ 79,245.05 (Reserves/Hardship £30,500.00)

Current Account 2021 £ 476.15

Total £ 79,721.20

Money available for SCARF in 2021. £ 49,221.20

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3rd June 2021

Dear Sirs

RE: Year End Accounts 31st December 2020

At the request of your Treasurer, Mr R Burney, we have independently reviewed the accounts of SCARF for the year ended 31st December 2020.

Following appropriate accounting tests applied by us, it is our opinion that the information supplied presents a true and fair picture of the financial position of the organisation at 31st December 2020.

Yours faithfully

Caroline Greenhalgh

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