

MINUTES

Volunteer Action - Annual Governance Meeting Wednesday 18th March 2026 – 09.30am start The Ashton Room, Ground Floor, Fletton House

In attendance: David Cashmore (DC), Lloyd Martin (LM), Moira Froggatt (MF), Charles Wallace (CW), Richard Allinson (RA), John Pick (JP), Sandra Church (SC) – note taking Rachel Dixon (RD)

1. Welcome by the Chair (DC) – welcome provided by DC
2. Apologies for Absence – None to report
3. Minutes of the Previous AGM – AGREED
4. Matters Arising - None to report
5. Confirmation of Trustees: All as listed above – confirmed and AGREED.

i. Accept and Approve- Judith Middleton, as Trustee – locally connected, connected to VA as a volunteer, driver. She is keen to work on projects and data analysis.– PROPOSED by LM – SECONDED by SC – APPROVED. **Action: LM to contact JM, first meeting in May 2026 – Trustee induction to be organised.**

6. Election and appointment of key Trustee roles and responsibilities:

- Chair – LM – proposed by DC, seconded by RA – APPROVED

From this point LM chaired the meeting – LM thanked DC for his support and work over the last 2.5 years as Chair, thanked on behalf of all Trustees. DC provided thanks back to all the Trustees for their support and that everyone is engaged and involved.

- Vice-Chair – DC – proposed by LM, seconded by SC - APPROVED
- Treasurer – CW – proposed by RA, seconded by DC - APPROVED
- HR – MF – proposed by SC, seconded RA - APPROVED
- Legal – no nominations for Legal position. Peter Burrows is still willing to provide external legal support where required on a voluntary basis. Recruitment for a Legal expertise Trustee to continue.
- Safeguarding - SC – proposed by MF, seconded by DC – APPROVED.


7. Receiving and Noted of Audited Accounts (Previous Financial Year): Accounts 2024/25 approved on 17th July 2025. – Received and approved by all.

8. Appointment of Independent Examiner: Proposed to continue to appoint TG Group as auditors – AGREED.

9. AOB – LM proposed that the agreed minutes and provide a hyperlink to Charity Commission for accounts purposes, would be posted on the website for full transparency. AGREED.

10. Date of Next Annual Governance Meeting: 27th March 2027.

Meeting closed at 09.45am

A handwritten signature in blue ink, appearing to be 'John Pick', followed by the date '20.v.26'.