CHARLTON KINGS SENIOR CITIZENS WELFARE COMMITTEE

Registered Charity No. 1045377

MINUTES OF ANNUAL GENERAL MEETING
Stanton Room, 14 May 2026

In attendance:

Sandra Henley, Chair
Nigel Jones, Secretary
David Brawn, Committee Member
Malcolm Clark, Committee Member
Val Mitchell, Committee Member
Mary Jones, Committee Member
Karen Arndtz, Committee Member
John Rowland, Committee Member
Mike Hewett, Committee Member
Merv Roberts

1. Welcome from Chair

The Chair welcomed everyone to the AGM and thanked them for their on-going support over the year.

2. Apologies for absence

Apologies have been received from Derek Palmer, Penny Peters, Britt Goodrich, Dave Medcalf and Sheila Eagle.

3. Previous minutes

The minutes of the last AGM held on 29 May 2025 were agreed as a true and accurate record of the meeting.

4. Outstanding Actions from previous AGM

There was only one outstanding action from the previous AGM.

Investigate student help to CKSCWC – Karen Arndtz

No progress has been made in obtaining student or volunteer help, despite approaches been made to Balcarras School, St Edwards School and Spirax Sarco. Karen will contact Spirax Sarco again next week.

(Ongoing action: Karen)

5. Correspondence

There was no outstanding correspondence

6. Reports

Chair

Sandra delivered the following Chair's report:-

For anyone not familiar with the mission of the charity or in need of a reminder – our mission statement is "helping Charlton Kings Seniors to remain Active and Independent". There are no paid employees, we are entirely volunteer led. The Board of Trustees presides over a Management Committee and teams of truly wonderful people work together to provide a weekly lunch club for on average 30 seniors with transport for those in need and transport to supermarket shopping trips for 29 currently, and a befriending service. As well as the actual lunch, the lunch club provides entertainment each week and, as well as shopping, the shopping trips provide an opportunity to socialise over coffee after the shopping and the befriending group provide whatever is felt necessary at any given time and this has been food deliveries, companionship, help with appointments and simple gestures to brighten someone's day. These things go on all year round; it's a very rare occasion when we have to cancel lunch or a shopping trip and the befriending phone is 'manned' basically 24 hours a day. All of this is possible thanks to the dedication of the volunteers, (currently 30 active) who want to provide a continuous service to those who would otherwise, in some cases, not see anyone all week, have a cooked meal, or have anything in their diaries.

The charity has been going for over 70 years and is still going strong, and this is down entirely to the volunteers who care enough to do something for their neighbours and their community. I'm extremely proud of the work we do and the results that our volunteers achieve and thankful that they continue to do it. Volunteer numbers basically remain stable although this year, 3 of the Afternoon Tea volunteers decided to cease their association when that activity finished. Some volunteers are more visible than others - work goes on behind the scenes all the time too and I thank everyone for the roles they carry out so well in keeping us on track.

It's been an expensive but good year. As far as I'm aware there were no complaints about the increase we have been forced to issue in minibus fares or lunch pricing. In fact, I'd say it came as no surprise and without exception all comments I have received about the service have been positive – it's a great service we provide and great value for money even though at times we've been stretched to the max. You'll hear more in detail about the finances and transport in a moment.

We'd love to expand our reach, but can only do so if we can attract a few more volunteers who share the same passion for positive community engagement with Seniors and who are pro-active self-starters. Mike Hewett recently accepted a place on the Committee and has updated our flyer which is ready to launch and it's hoped that will pique interest.

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Treasurer

Nigel presented the Treasurer's report in Derek's absence. The accounts for the year ending 31 March 2026 were with the independent auditor at the time of the AGM so a summary was handed out.

The accounts have since been audited and are as below.

INCOME AND EXPENDITURE ACCOUNT

YEAR ENDED 31 MARCH 2026

UNRESTRICTED FUNDS

	2026	2025
Receipts		
Fares	1,301.21	1,502.30
Afternoon Teas	688.50	2,140.00
Lunch Club	6,634.00	6,823.00
Donations and legacies	0.00	701.76
Grant from Gloucestershire County Council	6,144.04	1,316.70
Grant Charlton Kings Parish Council	250.00	0.00
Grant from Macfarlane Walker Trust	2,000.00	1,000.00
Bank interest	1,360.09	1,559.96
Total Receipts	18,377.84	15,043.72
Payments		
Minibus running expenses	4,296.18	1,781.71
Insurance	190.40	190.40
Grants	0.00	300.00
Afternoon Teas	563.78	1,735.57
Lunch Club	5,622.97	6,083.70
Administration	48.96	439.70
Independent Examiner	50.00	50.00
Sundries	112.39	140.85
Total Payments	10,884.68	10,721.93
Net Receipts	7,493.16	4,321.79
Cash Funds at Beginning of Year	42,933.75	38,611.96
Cash Funds at End of Year	£ 50,426.91	£ 42,933.75

STATEMENT OF ASSETS AND LIABILITIES

AS AT 31 MARCH 2026

	2026	2025
Cash Funds		
Unrestricted Funds		
Cash at bank: current account	5,406.97	9,336.14
Cash at bank: deposit accounts	44,409.15	33,049.06
Cash in hand	610.79	548.55
	£ 50,426.91	£ 42,933.75

Nigel explained that although our balance has increased by over £7,000 this year, this is mainly due to two one-off grants from Gloucestershire County Council of £5,000 from their Grassroots Neighbourhood Fund Project and from Charlton Kings Parish Council of £250 towards a 2026 "Holiday at Home" and Christmas Party for our seniors. Additionally, the accounts show an extra £1,000 grant from the Macfarlane Walker Trust. This is a regular annual £1,000 grant, but the grant for 2026 came in early in the year so is shown in the 2025/26 accounts and so will not appear in next year's accounts.

Without these extra grants, our income over expenditure only increased by just over £1,000, whereas we usually see an increase of about £4,000 which is required to cover the annual depreciation costs of the minibus. The main reason is due to significant minibus repair costs in 2025 of the engine recirculation valve and an air bag failure.

In a normal year, the minibus fares would be expected to cover the running costs of fuel, service, MOT, routine maintenance, etc, but not the depreciation costs. A discussion took place and it was agreed that the minibus should be seen as an essential asset of the charity and the minibus fares alone should not be expected to cover the total costs of its depreciation and replacement which should be funded from the wider income of the charity.

Secretary

Nigel reported that he had DBSed 3 more volunteers during the year, making 24 people in total who have been through the DBS process, although 5 are no longer volunteering with us.

He stated that he now maintains an active Facebook page, and most Thursdays he posts some words from Sandra about Lunch Club, as well as ad-hoc posts such as a poster which is about to go out stating that we will be at the CK Summer Fayre, which he will also cross post to the CK Facebook and CK Notice Board pages. A lot of work has been ongoing recently with Mike on publicity to produce posters, banners, etc. to raise the profile of CKSCWC in the village and at events like the Summer Fayre which Mike will cover in more detail later.

Nigel also stated that several new documents have been added to the volunteer's page on our website and he encouraged volunteers to take a look at these.

Minibus Coordinators

John stated that the Blue Badge had been renewed in September 2025 for another 3 years and the minibus had been MOTed and serviced in August 2025. He has replaced both wing mirrors. The minibus was off the road for 60 days during the year due to repairs. A minibus subgroup had met in November 2025 to review the replacement of the minibus and it had been decided that, although the minibus does get exceptionally hard use due to the nature of our short start/stop trips, the recent repair costs were not necessarily indicative of the minibus needing urgent replacement, and that the situation would be reviewed again later in 2026.

Three new drivers had undertaken the MiDAS training during the year. The tail lift inspection is due in a few weeks at a cost of about £150. The inspection frequency is dependent partly on the amount of usage it gets, and, given our fairly infrequent use, it works out as being required about every two years, but it was agreed that it should be undertaken every 18 months in future.

David presented the minibus usage figures for the year April 2025 – March 2026 as follows:

Recorded journeys	Total Miles	Total "passenger" runs	Wheelchair journeys	Distance with passengers (miles)	Distance without passengers (miles)
161	2321	859	48	2122	199

The figures are less than previous years due to the minibus being off the road for repairs. For example, the number of journeys in 2024/25 was 203 and passenger runs were 1170.

David reports these figures to Gloucestershire County Council every three months as required to justify our grant from them.

Lunch Club

Karen reported that Lunch Club continues to go well with a minimum of 30 seniors attending. The quality of the food provided by Chris, our chef, is excellent, with special occasions being celebrated with appropriate food, such as haggis on Burns Night. The quality of the entertainment is also of a high standard, with steel drums, ukuleles, bingo and quizzes, and latterly Jean McMillan organised a mini sponsored Olympics in aid of the Malawi Tearfund project and was able to hand over just under £200 to Paul Graham, Minister of the Baptist Church.

In April, the charge for lunch and entertainment was raised from £5 to £7 and the minibus fare, for those using it to attend Lunch Club, from £1 to £2, thus standardising fares within

Cheltenham. There were no complaints about these increases and they are considered to still be extremely good value for money.

Supermarket shopping
Malcolm reported that of the 4 fortnightly trips to Morrisons and Tesco, 3 are full and the 4th has a couple of spare spaces. There have been some issues recently in finding holiday cover due to our lack of standby drivers.

Kings Hall Monday "Coffee and Chat"
Sandra stated that the recently started Coffee and Chat on the 2nd Monday of the month in Kings Hall at 11.00am has been popular and well attended by volunteers as a way for them to catch up with colleagues and meet more regularly as otherwise we only meet with those we work with directly. It is also a way that the committee can hear the views and ideas from volunteers to help the charity operate. Whilst the room is free and people keep attending, we'll keep it going.

Sandra said that she has also influenced a couple of activities for Seniors in general at Kings Hall, including a monthly coffee where representatives from organizations such as AGE UK, Mindsong, Silverline, Social Prescribers etc., are available to chat/give information, and a Strength and Balance exercise class. Some of our Seniors attend both of these and hopefully more activities will follow that they will be able to participate in. It's slow progress, but going in the right direction.

Publicity
Mike reported that the double sided A5 CKSCWC flyer had been updated with revised text and pictures and he has had 200 printed. He has produced 3 posters for the CK Summer Fayre telling people about our shopping trips, Lunch Club and asking for volunteers, which he will get printed at A2 size for fixing to the minibus. These can also be used for other occasions. He has also produced a Charlton Kings Seniors banner with our mission, as well as A4 posters asking for donations and giving more information about the charity.

Sandra thanked Mike for all the hard work that he has put into this and how valuable it is to the charity.

7. Election of Officers and Committee for 2025-26

Sandra stated that all current Committee Members and Trustees had confirmed that they were happy to continue as members and she thanked them all for their vital and continued support and commitment to the charity.

Sandra formally accepted and welcomed Mike onto the committee. David gave notice that he would like someone else to take over from him as Trustee, but would remain in post this year until a replacement can be secured.

8. Forward Planning

The minibus will be on Grange Field on Saturday 30 May for the CK Summer Fayre from 1.00 to 5.00 pm and thanks go to Mike for all his hard work in producing the banners and posters for it. Sandra will send out an email calling for volunteers to cover the stand in hourly slots. The aim is to raise our profile within Charlton Kings, attract more volunteers and accept names of seniors who would benefit from our services.
(Action: Sandra – complete)

9. AOB

The need for more volunteers, especially drivers, was discussed and David stated that the Local Answer had always been a good source of volunteers. He agreed to approach the publisher, Dave Kingscott, who is his neighbour, to see if we can get an advert in the next issue.
(Action: David – complete, advert published in June 2026 Local Answer)

10. DONM

The next Committee Meetings are planned for Thursday 16 July 2026 and Thursday 15 October 2026 at 4.30pm in the Parish Council Conference Room.

Nigel Jones
CKSCWC Secretary
20 June 2026