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**Katherine Low Settlement Trustee Meeting**

**Minutes of the Annual General Meeting 2020**

Date: Wednesday 7th October 2020

Time: 6.00pm - 7.30pm

Venue: online (via Zoom due to the government’s Covid-19 meeting restrictions)

Attending Trustees: Martin Alcock, Canon Simon Butler, Abby Cable, Lucy Elphinstone, Nicholas Stopford, Sarah Swash, Ben Thomas, Geoff Thomas

Attending: KLS President Revd John Wates, Vice-President Margaret Robson & about 50 others

Apologies: Various people sent their apologies

Attending Senior Staff: Aaron Barbour, Tracy Frostick, Sarah Goodall, Fran Jukes, Paula Robertson & other staff and volunteers

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| **No** | **Item** | **Notes** |
|  | **Introduction**  **The Settlement Prayer**  **Apologies of Absence**  **Acceptance of 2019 AGM Minutes** | Ben Thomas, the Chair of Trustees, welcomed everyone to KLS’ Annual General Meeting (AGM).  The Settlement Prayer was read by Canon Simon Butler.  Apologies of absence were noted.  ***Action:*** The minutes of the 2019 Annual General Meeting were proposed, seconded and approved as a correct record. |
|  | **Adoption of KLS Annual Review & Accounts 2019/20** | ***Action:*** The Annual Report & Accounts 2019/20 were proposed, seconded and approved.  KLS’ Hon. Treasurer Nicholas Stopford gave a brief summary of KLS’ Annual Report and Accounts 2019/20. The accounts reflect the hard work of everyone at the Settlement. BDA Associates Ltd have audited and signed off KLS’ Annual Report & Accounts 2019/20.  The Annual Report & Accounts 2019/20 can be downloaded at [www.klsettlement.org.uk](http://www.klsettlement.org.uk) |
|  | **Appointment of Auditors** | Ben ask those in attendance to delegate powers to the Board of Trustees to make a decision about who to appoint as the Independent Examiners/Auditors for Katherine Low Settlement for the coming year. ***Action:*** This was approved. |
|  | **The Election of Trustees** | Katherine Low Settlement’s Constitution states that a third of the Trustees should retire each year. The following Trustees agreed to retire from the Board with immediate effect at today’s AGM:Canon Simon Butler, Lucy Elphinstone, Geoff Thomas (all agreed to re-stand and were re-elected).  Current Trustees are therefore: Martin Alcock, Canon Simon Butler, Abby Cable (Vice-Chair), Lucy Elphinstone, Nicholas Stopford, Sarah Swash, Ben Thomas (Chair of KLS), Geoff Thomas  ***Action:*** The prospective trustees were proposed, seconded and formally appointed to the Board of Trustees of Katherine Low Settlement.  Ben Thomas welcomed everyone and spoke of the growing need for the Settlement’s work and services but that it be shaped and led by what local people wanted and needed. He praised the dedication and hard work by the committed team of KLS staff and volunteers. |
|  | **Chief Executive Report** | Aaron Barbour, the Director of the Settlement, welcomed everyone and gave a short review of the year. His speech is available upon request. |
|  | **Work of KLS for last year / Showcase of KLS work** | Aaron introduced a showcase of KLS’ work. They included:  **Elders Team**  KLS work with older people is going from strength to strength. This year we supported about 230 older people. Sarah gave a detailed review for the year and their work during the recent lockdown. She then showed a short film about the team’s work.  **ESOL (English) Team**  Fran gave an overview about what the team have achieved during 2019/20 and during lockdown. Fran then showed a short film about the team’s work.  **Love to Learn education team**  More than 250 refugee young people and their families are helped by L2L each year. Paula gave an insight into the team’s work over the last year, and showed a short film about what they’d got up to over the summer.  More detailed information can be found on KLS website.  Everyone showed their appreciation for all the teams and participants. |
|  | **Chairs concluding remarks** | Ben thanked everyone for coming along – highlighting the variety of work that takes place at the Settlement. And he thanked everyone (members, staff and volunteers) involved in making KLS a continued success.  The meeting adjourned. |
|  | **Date of next AGM** | 6th October 2021, 7-9pm at Katherine Low Settlement, 108 Battersea High Street, London SW11 3HP |