



Hearts & Souls
WORKING IN BUCKINGHAMSHIRE FOR CARDIAC REHABILITATION

MINUTES OF THE ANNUAL GENERAL MEETING held on MONDAY 3rd JULY 2017

At Ward 4A, Wycombe Hospital

Present: Executive Committee Members: Alan Cornwell (Chairman), Steve Wildman (Deputy Chairman), John Whitworth (Treasurer), Stuart Jaggard (Secretary), and advisors Fiona McCartan and Shona Mascarenhas.

1. **Apologies for absence.** There were none.
2. **Minutes of the AGM on Monday 27th June 2016.** These had been circulated and were signed by the Chairman as a true record of the meeting.
3. **Chairman's report:** Alan Cornwell distributed copies and summarised his report, a copy of which is added to these minutes.
4. **Treasurer's Report:** John Whitworth presented the Trustees Report and Accounts for the year to 31st December 2016 and thanked John Hunt for acting as Independent Examiner and for agreeing to continue in that role. Steve Wildman proposed the adoption of these accounts which was seconded by Alan Cornwell and adopted unanimously. These were signed and would be submitted to the Charity Commission as required.
5. **Secretary's Report:** Stuart Jaggard reported:
 - a. That after the previous AGM's decision to submit a revised Constitution to the Charity Commission this had been done but they had replied rejecting the proposal. They had sent a copy of the document lodged with them – which unfortunately had one page missing. Revised proposals had been made and their reply was awaited.
 - b. That the Constitution required all Trustees to stand down at each AGM, but all were willing to stand again.
6. **Election of Trustees and the Executive Committee:** Alan Cornwell proposed and Steve Wildman seconded the appointment of Alan Cornwell, Steve Wildman, John Whitworth, Stuart Jaggard as Trustees for the new year and to the Executive Committee Fiona McCartan handed over to Shona Mascarenhas as advisor to the Executive Committee. Alan Cornwell confirmed the honorary roles of Dr Piers Clifford as President and Tony McHale as Patron also remain in place.
7. **Approval of list of Honorary Vice Presidents:** the existing list of Gwen Strong, Joyce Edwards, John Hunt, Lesley Simpson, Geoff Cavell, Doreen Willis, Gisele Merry, Alan Rose, David Fairclough and Bill McClintoch was all confirmed and proposed again by Stuart Jaggard, seconded by Alan Cornwell.
8. **Reappointment of Independent Examiner:** John Whitworth proposed and Stuart Jaggard seconded the reappointment of John Hunt for another year.
9. **Any other business:**

- a. The Executive Committee thanked Jonathan Sherrard for his contribution to their work but confirmed that they sought help on marketing, PR and website duties.
- b. With both Jane Wrigley and Fiona McCartan moving to new jobs Alan Cornwell thanked both for their help and support to Hearts & Souls and wished them well in the future.

Chairman.....

DATE.....