



Hearts & Souls
WORKING IN BUCKINGHAMSHIRE FOR CARDIAC REHABILITATION

MINUTES OF THE ANNUAL GENERAL MEETING

held on FRIDAY 29th JUNE 2018 at Ward 4A, Wycombe Hospital

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

1. **Apologies for absence.** There were none.
2. **Minutes of the AGM on Monday 3rd July 2017.** These had been circulated and had been 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 2017 and thanked John Hunt for acting as Independent Examiner over several years. Steve Wildman proposed the adoption of these accounts which was seconded by Stuart Jaggard and adopted unanimously. These were signed and would be submitted to the Charity Commission as required.
5. **Secretary's Report:** Stuart Jaggard reported:
 - a. The Charity Commission's advice had been obtained on how to correct the existing constitution with regard to the Bank Account changes and replacing a missing page. The attached Resolution was presented and approved unanimously, and signed for submission to the Charity Commission.
 - b. That the Constitution required all Trustees to stand down at each AGM. All but Alan Cornwell were willing to stand again. Stuart Jaggard expressed thanks to Alan for all the work he had done for H&S over his 4 years as Chairman.
6. **Election of Trustees and the Executive Committee:** Alan Cornwell proposed and Steve Wildman seconded the appointment of Steve Wildman, John Whitworth, Stuart Jaggard as Trustees for the new year and to the Executive Committee. Thanks were recorded to Jonathan Sherrard for his technical and administrative help over the year. Alan Cornwell confirmed the honorary roles of Dr Piers Clifford as President and Tony McHale as Patron 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 confirmed and proposed again by Stuart Jaggard, seconded by John Whitworth.
8. **Reappointment of Independent Examiner:** John Whitworth explained that John Hunt would not be able to continue in this role, but Simon Opie had agreed to act for 2018.

9. Any other business:

- a. On Alan Cornwell standing down he handed over some issues and would assist with a smooth handover of his role.
- b. THE H&S new Privacy Policy prepared in May 2018 to comply with GDPR was proposed for adoption and was approved unanimously.

Chairman.....

DATE.....