

Hearts & Souls: MINUTES OF THE ANNUAL GENERAL MEETING on FRIDAY 25th AUGUST 2025

At Ward 4A, Wycombe Hospital, High Wycombe, HP11 2TT

Present: Peter Jemmett (Chairman), John Whitworth (outgoing Treasurer), Tim Clarke (Secretary) and Andy Joseph-Green (Trustee), Nikki Stafford, Clare Hobbs, Winnie Suriya, Michael Stevens, Teresa Augustin, John Wilkinson (incoming Treasurer)

1. **Apologies for absence.** Lisa D’Uva, Tony McHale, Ian Kennedy, Judy Fletcher, Jonathan Sherrard, John White
2. **Minutes of the AGM on Wednesday 18th September 2024.** These had been circulated and have been signed by the Chairman as a true record of the meeting.
3. **Chairman’s report:** Copies of Peter Jemmett’s Report were circulated, 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 2024. John proposed the adoption of these accounts which was seconded by Peter and adopted unanimously. These have been signed and will be submitted to the Charity Commission.
5. **Secretary’s Report:** Tim Clarke reported:
 - The Report and Accounts to 31.12.23 had been lodged with the Charity Commission within the required timescale.
 - H&S annual return for year end 2024 is due to be lodged with the Charity commission by 31/10/2025 TC will ensure this is done.
 - The Constitution requires all Trustees to stand down at each AGM.
6. **Election of Trustees and the Executive Committee:** Tim Clarke proposed, and Peter seconded the appointment of Peter Jemmett (Chairman), John Wilkinson (Treasurer), Tim Clarke (Secretary), Lisa D’Uva And Andy Joseph-Green as Trustees and to the Executive Committee. It was confirmed that 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 list comprising Gwen Strong, Joyce Edwards, John Hunt, Lesley Simpson, Geoff Cavell, Doreen Willis, Alan Rose, David Fairclough, Bill McClintoch, Jonathan Sherrard and Emilia Ball were all reconfirmed, proposed by Stuart and seconded by John. Peter and Tim would check contact details for all of these names with Ward 4A’s help.
8. **Appointment of new Independent Examiner:** Tim proposed Mark Jordan who had agreed to act free of charge and this was seconded by John Whitworth.
9. **AOB –** Today was John Whitworth’s final day as treasurer as he had decided to step down after 10 years’ sterling service to H&S. Grateful thanks were offered by all present for an impressive 10 years of volunteering and at the same time John Wilkinson was welcomed into his role as the new Treasurer.

Signed as a true record by CHAIRMAN:

DATE: