



Bicester Autism Annual General Meeting
26 January, 2020
2.30pm - 4.00pm

Present: Miranda Cooper, Chair; Jana Schreuders, Treasurer; Maria Brien, Co-ordinator; Pauline Cruickshank; Co-ordinator; Clare Carpen, Co-ordinator (minutes); Jon Larkin Member

Apologies: Gemma Allen, Secretary; Maureen McCarthy, Co-ordinator; Annie Gibson-Sexton, Co-ordinator; Hayley Collier, Co-ordinator

1. Chair's Report The Chair's report was presented, noting role resignations from MC as Chair and JS as Treasurer and Co-ordinator. Both will continue as members of Bicester Autism and will provide transitional support to the new post holders. In addition, Co-ordinator MM and HC are stepping back as Co-ordinators and PC has joined as a Co-ordinator.

2. Finance Report The Finance report was presented. Discussion took place on what the best course of action with the money in the bank and money raised through events would be. It was agreed there would be no active fundraising until a decision about the future of Bicester Autism is settled. JS suggested it would be beneficial for Bicester Autism to provide a report to Bicester Village (once the money is spent) detailing what the money has provided. **Action (Treasurer)**

3. Elect Committee Members: Chair, Vice Chair, Treasurer, Vice Treasurer, Secretary and Vice Secretary Committee Member Elections: Chair (vacant) Vice Chair (vacant) Treasurer (PC appointed) Vice Treasurer (vacant) Secretary (GA continuing in role) Vice Secretary (vacant) MC confirmed there was no expressions of interest for the roles currently standing as vacant. These roles can be developed as the new post holders decide and there is no specification on the amount of time required.

4. What's next for Bicester Autism? – the year ahead The following **Actions** were agreed:

- i). Create role descriptions for the Chair, Treasurer and Secretary and advertise to the Bicester Autism community, alongside AGM minutes.
- ii). MC and JS provide a transitional period to the new post holders (including Barclays Bank Accounts).
- iii). Consider each Co-ordinator taking responsibility for one activity/event to ease the burden on the role of the Chair (creating a link role). It is apparent that without the support of more volunteers the

activities/events Bicester Autism currently provides will greatly reduce. There is an appreciation that we are all volunteers and undertake our roles to provide great opportunities for our children/young adults.

iv). Organise a monthly meeting to co-ordinate events, discuss funds and moving forward.

5. AOB Everyone thanked MC for her dedication, time and behind the scenes work during her role as Chair.

The date of the next meeting is **Sunday 9 February, 11.00am - 1.00pm**, The Bure Farm, Bicester.



Chair's Report January 2020

Chair: Miranda Cooper
Secretary: Gemma Allen
Treasurer: Jana Schreuders

Coordinator members: Miranda Cooper, Gemma Allen, Jana Schreuders, Maureen McCarthy, Annie Gibson-Sexton, Hayley Collier and Clare Carpen.

This is Bicester Autism first AGM which covers the period between September 2018 to January 2020. I would like to say a very big thank you to all who have been on the coordinators team in helping to run events. Especially to Katy Hill who ran all our training events last year and has sadly since left. Bicester Autism is run by a group of volunteers who all have a child with autism and work. They give up their time for free so that we can put on all the activities which we do.

There is a lot of organisation that goes on behind the scene so that we are able to run all the events that we do. We are always looking for people to help with administration, finances, being a meeter and greeter at an event and organising events themselves.

Our membership numbers have grown greatly in the last 18 months; from 50 families on our database to just over 200. We have been running a variety of regular events: Coffee and Chat, Pub Night, Soft play, bowling, trampolining and a range of holiday events: Pool, swimming, Yoga, Halloween activities, Clip n Climb, Backwards Bingo night, meet Santa and a summer fete. Also last year we ran a variety of training events for families and professionals.

We successfully applied for funding from SPARKS (Cherwell County Council) £1000 to run our social events which has allowed us to carry out many for free or subsidized. The SPARKS money has now been spent.

We successfully applied for funding from Bicester Village Make a Difference Fund of £3900. We used part of this funding to run 9 training events. We luckily came in under budget due to the kind generosity of speakers. We have hoped to use part of this funding to put on activities to support siblings. This has been a bit harder to organise than first thought. Bicester Village has kindly allowed us to divert these funds and for us to use them in a manner which best serves our community.

We as a community group now need to decide on a plan on how best to use these funds to support our users, as well as being practical. The coordinators groups do not feel that they are able to take on any additional responsibility without the help of others. For Bicester Autism to continue in the coming year it needs more support from its users.

Our Treasurer, Jana would like to stand down and still be very much part of the Bicester Autism community and I, Miranda would like to stand down as The Chair to Bicester Autism. I have very much enjoyed being part of the journey of Bicester Autism and would like to continue, but just as a coordinator. I very much look forward to the year ahead.

Yours,

A handwritten signature in black ink, appearing to read 'Miranda Cooper', written in a cursive style.

Miranda Cooper
Chair



Finance Report AGM 2020

Finance review September 2018 till January 2020

We have raised £5789

SPARKS £1000

Bicester Village £3900

Our Event Raising £889

Our event funds have come from our Summer Fete, Backwards Bingo, Charity boxes from tea/coffee sales at training events and Eventbrite sales.

We have put on 11 additional family social events which needed funds to run at a cost of £1088. This funding mainly came from SPARKS and a small donation from Bicester Village.

We put on 9 training events at the cost of £1223. The funding came from Bicester Village. This came in under budget at approximately £1000. Bicester Village is allowing us to keep this money and use as we need.

Office Supplies and Insurance cost £451. The basic cost per year for insurance and the website is approximately £200. This needs to be put aside for the future so we can run our events.

Money in the bank

Bicester Village £2161.98 of which £1200 was originally ring fenced for a youth worker, but we have been permitted by Bicester Village to spend it as we feel will benefit our community.

Our fundraising £742.30

Yours Jana Schreuders
Treasurer