

**Brighton & Hove Food Partnership
Annual General Meeting: 18th October 2023 at 6.30pm**

MINUTES

Present: (Board - all BHFP Members):

Victoria Williams (Chair), Sue Paskins, Jeremy Diaper, Barbara Hurwood, Alan Lugton, Fiona Hamilton, Mary Funnell, Michael Creedy, Cllr Mitchie Alexander, James Woodward, Susanna Salts, Sarah Kehoe, Athol Halle, Chizuko Masuda, Victoria Oldman, Carol Williams

Staff:

Vic Borrill, Ali Ghanimi, Jo Glazebrook, Helen MacGregor, Rob Drysdale, Ruth Smart, Jess Crocker, Shelley Taylor, Rosie Linford, Libby Akehurst, Emma Brown, Callum Chapman, Charlotte Fuller, Emiliano Amore, Amber Leask-Pierce, Vanessa O'Shea, Dave Bebb

Minutes: Louise Crosby

Apologies: Noeleen Keane and Ollie Sykes

Meeting commenced at 6:30pm

1. Welcome and introductions

VW welcomed everyone to the meeting. Rob Drysdale advised that he would be taking photographs during the meeting and that anyone who wishes not to be photographed to let him know.

2. Minutes from last AGM held on 20 September 2022

VW thanked Jeff Howard for all his work on HR and for the wider board.
VW confirmed a second term for Ollie Sykes as Treasurer.

The Minutes of the 2022 AGM were agreed as a true record.

Proposed by: Sue Paskins

Seconded by: Barbara Hurwood

3. Report on work for the year

Presentation by Vic Borrill, outlining the highlights since the last AGM. Her presentation slides will be shared.

Questions / Comments:

None recorded.

New Charitable Organisation

VB explained that BHFP had tried twice to set up as a charity and that the Charity Commission would not let the organisation register because not all of the work of the Food Partnership was considered charitable (work promoting local sustainable food businesses). As long-time members will recall the other route was to set up a new independent sister organisation and in 2018/2019 it was agreed by the AGM to investigate this process. This was delayed due to the pandemic and the process started again in 2021.

A new organisation with a separate name, Mem and Arts and board was set up. The new charity is called the Community Kitchen Charity and we have now received approval from the Charity Commission. VW sits on both boards (BHFP has one place on the Community Kitchen Charity Board) other board members include, Alan Lugton, Nick Deyes and Jo Ralling. There will be a Memorandum of Understanding issued between the two boards. The CKC will be now be able to fund raise / operate in its own right but any future decisions about transferring staff, assets, etc from the Food Partnership to the CKC would have to be discussed at an AGM because of the significant change in business.

Questions/Comments:

CW – Would CKC be able to apply for grants for other parts of BHFP?

VB – CKC will have the ability to apply for grants for anything related to food, gardening and activities around those.

MF – If there is an employee that moves from BHFP to CKC will that affect their employment such as their pension.

VB – This is a long way off happening but any employee moving from one to the other would keep all their employment rights.

VW – Pointed out that it is a simpler exercise, once established to change the name of the charity than it is to become a charity.

SP – Voiced that she is delighted that this has finally happened.

The room agreed and cheered.

5. Presentation of Annual Accounts

A summary of the annual accounts to March 2023 have been prepared by Taylor Cox Accountants and everyone received copies. VB explained that the accounts are shared at the AGM, then the Board will formally sign them off at the next Board meeting. As BHFP is a company limited by guarantee accounts have to be prepared following companies house rules.

Slide 1 – income/expenditure:

Income has exceeded £1million in the last year. This is quite a high figure due to some large projects. There is potentially a small amount of corporation tax to pay.

Slide 2 – Sources of income:

Grants continue to form the majority of income, especially B&H City Council and lottery funding. There was an income of £1,060,875 since last year.

Slide 3 – Deferred income:

There was some deferred funding from the end of the previous financial year. Last financial year's figures were higher due to a number of deferred projects during the pandemic.

Slide 4 – Expenditure:

There are 27 staff on the payroll which has increased the figure. The Action Fund work such as the emergency food provision, which cost over £192,000 has now ceased.

Questions/Comments:

None

6. Any other business

None

The AGM closed at 7.00pm