

## ANNUAL GENERAL MEETING

Wednesday 1 September 2021 6.30pm

at Ayton House and via Zoom link

## MINUTES

### Present:

#### In attendance at Ayton House:

Tracey Sismey (Chair), Alison Furniss (Treasurer), Nicola Baxter, Shane Baxter, Rachel Clarke, Lorraine Devere, Anita Evans, Claire Jack, Clare Randall, David Sismey, Lewis Sismey

#### In attendance via Zoom:

Kate Draycott, Laura Godfrey, Lisa Lonergan, Emma Parncutt, Becky and Paul Sheridan, Paul Stern, Lori and Denzil Webster

### Apologies:

Sally Craythorne, Kirsty Gannon

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### 1. Welcome and apologies:

Tracey Sismey welcomed everyone and thanked them for taking the time to attend either in person or via Zoom link. She also thanked our Communications Lead Nicola Baxter for organising and printing the AGM report.

### 2. Minutes of Last AGM and matters arising

Tracey Sismey read the minutes from the 2020 AGM. These were agreed to be a true record of the proceedings and were accepted without amendment by all those present.

**Proposed:** Tracey Sismey    **Seconded:** Nicola Baxter

### 3. Chair's report – Tracey Sismey

The Chair read from the Annual Report and reiterated her thanks to parent carers, Family Voice Norfolk representatives and ambassadors, and administrative staff for their commitment in what have been very challenging times. It was not possible to hold the Family Voice Norfolk annual Conference in March 2021 and the situation for 2022 is not yet clear. Family Voice Norfolk will continue to engage with parent carers in whatever ways are possible.

**4. Treasurer’s report – Alison Furniss**

The Treasurer read from the Annual Report, explaining the source of Family Voice Norfolk funds and the way they are used. She thanked everyone at Family Voice Norfolk, especially the administrative staff for all their hard work and support.

**5. Ambassadors Leads report – Rachel Clarke and Anita Evans**

The Ambassador Leads spoke from the Annual Report and explained that year events have been virtual and not face to face due to the pandemic. They encouraged anyone interested in working with Family Voice Norfolk to get in touch and underlined how rewarding the work can be.

**6. Communications Lead report – Nicola Baxter**

The Communications Lead spoke from her report, underlining that Family Voice Norfolk aims to be as inclusive and comprehensive as possible, sharing flyers via social media and our newsletter with information from Norfolk County Council, social care and health providers as well as other organisations that could be relevant to our members.

**7. Acceptance of Financial Accounts**

The financial accounts were accepted by all those present.

**Proposed:** Paul Stern      **Seconded:** Rachel Clarke

**8. Close**

Tracey Sismey thanked everyone for joining us via Zoom and in person at Ayton House. The meeting was closed by the Chair at 8.30pm.

**The Annual Report referred to above is available on the Family Voice website at:**

[https://www.familyvoice.org.uk/wp-content/uploads/2021/09/FAMILY\\_VOICE\\_AGM\\_2021.pdf](https://www.familyvoice.org.uk/wp-content/uploads/2021/09/FAMILY_VOICE_AGM_2021.pdf)

Signed..... Date.....

**Family Voice Norfolk Chair**