



Cardiff Third Sector Council  
Cyngor Trydydd Sector Caerdydd

## Cardiff Third Sector Council Annual General Meeting

Minutes of the meeting held on Friday 31 January 2014 at 1.00 pm at County Hall, Cardiff

### Attendees

#### C3SC Board Members

Ed Cole	Friends of Nant Fawr Community Woodland
Gerry Puttock	ACE Cardiff
Judith John	Homestart
Michael Flynn	Diverse Cymru
Nick Corrigan	Media Academy Cardiff
Reynette Roberts	Oasis
Sujatha Thaladi	The Mentor Ring
Karen Jones	University of Glamorgan

#### Apologies received from Board Members

Richard Edwards  
Roger Bone  
Terry Price

#### C3SC Staff

Sheila Hendrickson-Brown (SHB)	Chief Officer
Adam Rees	Cluster Manager ECLP (C1st)
Anne McDonough	Administrator
Suzy Youngman (Minutes)	Administrator
Caroline Hardy	Third Sector Officer
Katie Mallam	Third Sector Officer
Kevin Rahman-Daultrey	Third Sector Officer / Health & Social Care Network
Nia Fussell	Families and Young People Officer
Peter Griffiths	Third Sector Officer
Phil Stevens	Policy and Service Manager
Rowena Shaw	Information Officer
Thoria Mohamed	Third Sector Officer
Katie Cooke	Co-creating Healthy Change Portfolio Coordinator
Jacqueline Jones	Long Term Conditions Alliance Facilitator
Karen Smith	Family Liaison Officer
Elaine Joseph	Family Liaison Officer
Caroline Hardy	Families and Schools Officer
Joseph Champion	Communication and Participation Officer
Rob Green	Economy Officer
Anthony Britto	Senior Development Officer
Max Bayntum	Administrator
Ginger Weigand	Employment Officer
Helen Green	Health Services Officer
Steven Honeywill	Senior Development Officer

## **Apologies received from staff**

Gareth Hicks	Jobs Growth Wales Mentor
Janet Marks	Family Liaison Officer
Peter Croall	Family Liaison Officer
Sian Johns	Co-Creating Health Change Administrator
Howard Dobson	Administrator
Rachael Barry	Widening Access to Learning Officer

## **C3SC Member Organisations**

Yvonne Apsitis	50+ Forums
Roger Warren Evans	Asylum Justice
Betty Campbell	BEATS
Carole Fox	Butetown Community Action Association
Siva Sivapalan	Cardiff Minority Ethnic Elders
Janice Partridge	Cardiff People First
John Fellows	Channel View TRA
Bill Mosely	Friends of Cathays Cemetery
Michelle Brown	Gingerbread
Roger Edwards	Innovate Trust
Kevin Chubb	ISSA
Jenny Dowell	Pedal Power
Sybil Williams	Pedal Power
Rez Jamal	Race Equality First
Clive Bates	Rainbow of Hope
David Morgan	Rainbow of Hope
Vimla Patel	Sanatan Dharma Mandaland Hindu Community Centre
Allan Herbert	South Riverside Community Development Centre
Elaine Ballard	Taff Housing Association
Janice Bell	Taff Housing Association
Cat Johnston	Tenovus
Katie Taylor	Tenovus
Jeremy Rees	VCS
Althea Collymore	Welsh Refugee Council

## **Non-members**

Ali Baig	Cardiff Council
Clive Curtis	VCVS
Judith Latham	Girl Guides
Margaret McLaughlin	Cardiff and Vale University Health Board
Samina Khan	Cardiff and Vale College

## **Invited Guests**

Anthony Wilkes	UKIED
Megan David	Energy Saving Trust
Paul Dear	Welsh Government

## **Apologies**

Emily Rose	Cardiff and the Vale University Health Board
Helen Marchant	Citizens Advice Cymru
Jane Harries	Alternatives to Violence
Linda Pritchard	VCVS
Nicola Campbell	WEA South Wales
Pearl Hale	Hafod Housing
Phil Vining	AGE Connects Cardiff and the Vale
Salah Mohammed	Welsh Refugee Council
Tracey Bancroft	Play on the Move

## **The following organisations had exhibition stands:**

City of Sanctuary  
Co-Creating Healthy Change  
Communities First  
Energy Saving Trust  
UKIED  
University of South Wales Legal Advice Centre

### **1. Welcome and Housekeeping**

SHB opened the AGM and welcomed all present.

### **2. Anthony Wilkes, UKIED**

Anthony Wilkes from UK Investor in Equality and Diversity (E & D) provided an overview of the benefits of delivering best practice in Equality and Diversity, noting that too often E & D is regarded primarily as a cost and not an investment. He emphasised the value of organisations achieving a charter mark and talked about the various benefits of investing in Equality and Diversity for the employee, employer and sector, particularly in such a challenging economic climate when budgetary decisions in the delivery of particularly public services can result in significant impacts on different communities.

Questions were taken from the floor, including on the costs and value of E&D accreditation and the importance of Equality Impact Assessments.

### **3. Paul Dear, Welsh Government**

Paul Dear welcomed the opportunity to speak to the meeting and discussed the Welsh Government 'Third Sector Scheme' which sets out ways in which the WG can engage with and support the Third Sector, which has recently been informed by the outcomes of the WG 'Continuity and Change' consultation. He discussed the importance of recognising the third sector exists in its own right, but also the significant areas of overlap between WG and third sector priorities. He spoke about the WG's anti-poverty agenda which places vulnerable groups at the centre of policy-making, and recognised the contribution of the Third Sector to anti-poverty delivery to date.

Questions were taken from the floor, including on the WG's continuing commitment to the third sector and how this will be reflected in its future, including funding, arrangements

### **4. Sheila Hendrickson-Brown**

Sheila Hendrickson-Brown spoke about C3SC's role and emphasised that working in partnership offers a positive way forward for the third sector, noting SHB but recognised

that this not without its challenges. She described how C3SC is working more with its infrastructure partners in the Vale (VCVS) and with the Volunteer Bureau, Cardiff (VCS). She noted that one of C3SC's main roles is to create opportunities for collaborative working, and also outlined C3SC's role in influencing and representation - including through the C3SC networks - and the provision of support and advice on governance, funding and topics of interest to the sector. She highlighted that C3SC will be running a series of events in the following week offering opportunities for training and discussion on issues such as governance, diversifying funding and commissioning.

SHB concluded by encouraging the organisations represented at the AGM to "be creative and innovative as a sector" and reiterated that C3SC is here to support its members, particularly during challenging times.

SHB then introduced the commencement of official AGM business

## 5. Nick Corrigan, Board's Report and Welcome

NC discussed ways of making the third sector's work, especially that with vulnerable groups, more visible through connections with the WG, the County Council and partnership working.

NC also reported on C3SC's successes to date including year on year increases in visits to the website – over 52,000 in the last year – and levels of funding advice provided, and 99% satisfaction rate reported by attendees on the range of training courses. NC encouraged members and non-members to provide feedback on what support is needed, advising that C3SC is committed to hearing and responding to the views, needs and interests from the third sector and partners.

NC concluded by inviting attendees to book on to C3SC's programme of free training and workshops in the week 03<sup>rd</sup> Feb-07<sup>th</sup> Feb.

## 6. AGM: official business

- (i) SHB welcomed attendees to the AGM and directed people to the red and blue voting cards in their packs, noting that members, including one representative from member organisations, were eligible to vote.
- (ii) **First resolution:** 3.30 pm. Minutes from last year's AGM were not available for approval. The assembly accepted the proposal (from SHB) that the minutes be circulated on Monday 03<sup>rd</sup> February 2014 to all attendees and expected attendees - for approval by members.
- (iii) **Trustee resolutions:** 3.35 pm. SHB invited James Davies and Ed Cole to step down from the board and Richards Edwards and Michael Flynn to stand for re-election.
  - Richard Edwards' resignation and re-election proposed by Jeremy Rees, seconded by Sujatha Thaladi and supported by a majority vote from the floor
  - Michael Flynn's resignation and re-election proposed by Betty Campbell, seconded by Reynette Roberts and supported by a unanimous vote from the floor.
- (iv) **Presentation of Accounts:** 3.40 pm. MH presented the **2012-2013** Annual Accounts. She directed the group to page 6 of 'Maniffesto' (in the delegate packs), noting the adjustments to the accounts following the annual audit. She confirmed the increase in income from the previous financial year was due to the expansion of

the Welsh Government funded Communities First project and the commencement of the Big Lottery funded Co-creating Healthy Change project, noting the continued value of but decreasing reliance on core funding.

MH thanked all funders on behalf of C3SC and the trustees for their support. MH asked the group to approve the presentation on the accounts. This was approved.

It was noted that the final draft of the audited accounts were not available. The motion that the final accounts (2012-3013) be circulated on Monday 03<sup>rd</sup> February 2014 to all attendees and expected attendees - for approval by members - was proposed by Bill Mosely, and seconded by Roger Warren Evans.

SHB thanked the assembly for their attendance and participation, C3SC's trustees and funders for their continued support and the staff for their contribution to organising and supporting the AGM.

*SHB closed the proceedings at 3.45pm.*