

Minutes of the AGM of Perth and Kinross Foodbank held in the Perth Christian Outreach Centre on Tuesday 24th August, 2021 at 7.30p.m.

1. **Welcome** The Chairman Michael Archibald welcomed those present AGM of Perth and Kinross Foodbank, and opened with prayer.

2. **Present:** Michael Archibald (Chair) and Management Committee members Rona Archibald, Anne Chatt, Marjorie Clark, Jane Milne, Mike Westall, Sonia Dixon and 19 others. **Apologies** had been received from Lynn-Marie Neil, Irena and George Thomson, Phil and Jean Doherty, Christine Gillies, and Frances Smith.

3. The **Minutes** of the previous AGM of February 11th, 2020 were accepted as correct.

4. **Chairman's Remarks:** Michael Archibald reflected on an exceptionally busy year, with a huge amount of work for the staff. It was to their credit that we had managed to stay open during the Covid pandemic and the subsequent lockdowns.

5. **Secretary's report:** Marjorie Clark reported that, during the pandemic, the Management Committee had met regularly over Zoom. Last March, we employed a second, mid-week driver, Scott Tominey, and we have just appointed an Admin officer, Eleanor McGourty, who will start in September. Improvements to the premises included a downstairs sink and new desk and chairs, as well as sturdier shelving. We received a grant of £3000 through the Youth and Philanthropy Initiative won by Grace Corstorphine and friends at Perth Grammar School. (Grace is Les Paskin's granddaughter.) The Trustees are currently in discussions with the Trussell Trust regarding future planning and governance matters.

Thanks were expressed to a number of people – Ivan Carnegie and Hugh O'Neill, who had both retired as team leaders after years of service to the Foodbank; other long-serving volunteers; Kristine Connelly who has been trained as a new team leader on Fridays; Frances Smith and Bronia Minchin who have kept the Blairgowrie outlet functioning; Sonia Dixon who has looked after our finances so well; P&K Council and Community Wardens who assisted during the lockdown; Liz Stewart and her community volunteers for delivering parcels; our paid staff who have gone above and beyond the call of duty over the past year; the Trustees who take on various roles regarding communication, technology and volunteers, and last but not least, Michael Archibald who was retiring after 8 years as Chair of the Trustees.

6. **Treasurer's Report:** (see Appendix 1) Sonia Dixon presented the accounts for the year 2020 – 2021. The Foodbank is in a very healthy financial position, having received standing orders and personal donations, we believe in response to the pandemic.

	Year 2019 - 2021	Year 2020 – 2021
Opening Balance	£59,999	£86,068
Income	£83,409	£145,191
Expenditure	£57,340	£ 69,951
Surplus for year	£26,069	£ 75,240
Closing balance	£86,068	£161,309

We expect an increase in expenditure next year by c.£20 – 25K, mainly driven by employment costs, additional costs for food and energy. Sonia's report went on to analyse the main sources of income and the areas which incur greatest expenditure. The Annual Report and Accounts for 2019 – 2020 were submitted in good time to OSCR.

7. **Project Coordinator's report:** Eleanor Kelleher presented a very comprehensive report (see Appendix 2) giving an operational overview of the past 18 months. Unexpectedly we have seen a

decrease in numbers, mainly due to other community food hubs springing up in response to the pandemic. She described the impact which Covid had had on the Foodbank, reducing our number of volunteers by 90%, and our referral agencies not in a position to give out paper vouchers. Positives have included the development of good relationships with the Council and groups like the Safer Community wardens, the introduction of e-vouchers, and very generous financial support flooding in from the community. The source of food changed, and last summer we received a tonne of food each week for ten weeks, from Tesco organised by the Trussell Trust, necessitating the hiring of storage space from Keepsafe.

Other challenges which have been met were keeping the Blairgowrie outlet open, and the delivery of parcels to those who are self-isolating. Perhaps the biggest change has been the introduction of the Council's emergency helpline, which now accounts for a significant percentage of our referrals. Aspirations for the future include ensuring anyone who needs a food parcel knows how to get one, outreach to rural areas, re-introducing and develop sign-posting for our clients to other help available, and building on the good relationship established with new food hubs.

8. Volunteer Coordinator's report: Anne Chatt reported on the impact which the pandemic had had on our volunteer numbers, and on our hours of working, due to lack of Team leaders. She acknowledged the help received from some of our Councillors who packed parcels regularly, and also the Council who gave admin support, as well as assigning Community wardens to help out. Over the past year, there have been 40 volunteer applications, about half of which have started, though some have then gone back to their old jobs. Currently we have 42 volunteers in Perth and 16 in Blairgowrie; she expressed the thanks of the Management Committee to them all.

9. Election of Trustees and Management Committee: Michael Archibald indicated his wish to stand down from the Trustees and from the Management Committee; he had been chair since the inception of the Foodbank in 2013. He proposed Mike Westall as the new chair; this was seconded by Anne Chatt, and with no other nominations, Mike was invited to take the Chair. He paid tribute to the sterling service given by Michael over the years, and presented him with a small token of our appreciation.

Mike went on to explain that our Constitution is rather vague regarding elections and the intention is to clarify this before the next AGM. In the meantime, he proposed that the existing Trustees continue for this year, with the addition of a new Trustee in Kristine Connelly. This was agreed.

10. Looking to the Future: Mike Westall outlined plans for the future. Firstly we will be looking to recruit more and new Trustees, as our Constitution allows for 9 Trustees. Secondly, the Constitution will be revised, to firm up AGM processes, consider becoming a membership organisation, and having limited time for Trustees. There will be discussions with the Trussell Trust, how we fit in with their new 5-year plan "Together for Change". We are being invited to enter a new Franchise agreement with them. And finally, we have to consider how we proceed post-Covid.

11. AOCB: the Chair requested permission, which was granted, to amend the Constitution to allow future Board meetings to be held virtually on Zoom, as necessary.

12. CLOSE: There being no further business, the Chair expressed thanks to the Christian Centre for their hospitality, and to everyone for attending the AGM.