

MFT AGM 4th July 2017

Minutes

Present: see sign in list for attendance (35 people)

Apologies: none

Minutes of AGM 2016

The minutes of the AGM for 2106 were proposed by Jan Percival and seconded by Tina France

Chairmans report 2016-7

Objectives

We help adults with additional needs to reach their full potential and be the best they can possibly be by providing engaging and meaningful agricultural, horticultural and environmental activities.

Policies

This year we have, as part of our usual policy review cycle, revisited the following policies:

Smoking policy: To ensure ashtrays cleaned out by users and new smoking area designated.

Safeguarding policy: To enable staff to take photographs of farm activity (and farm helpers doing activity, where permission is granted) on their personal mobile phones. Files are to be uploaded to a cloud site and deleted from the phone within 48 hours.

Funding sources

Main source of funding continues to be through the fees we charge for farm helper placement. These remained unchanged again this year (3rd year in a row we have held charges.)

In addition we have received regular monthly donations from Clare Howard.

We have had one off donations from

- Bury Physio who donated a brand new Kuborta tractor
- Bury St Edmunds Rotary Club of £1000 toward to costs of a rotavator for the tractor
- The staff Tough Mudder challenge raised £1264.91 in sponsorship

In addition we have been awarded the following grants:

£2,000 from Suffolk Foundation for the purchase of a poly tunnel and raised beds.

£9,250 from the Big Lottery Fund for access paths and raised beds for our new sensory garden

£10,000 from St Edmundsbury Community Chest for the provision of our services to young people during the school holidays.

Review of 2017

Staffing

Following the sad death of Ed, and Jocelyn's subsequent sale of Broad Green Farm and her subsequent move away, she stopped working for MFT at Easter 2016. Charlotte left to have her baby but did not return to work and has now left the organisation.

There is a small and committed and stable staff team comprising

- Step Elton and Celia Newman providing general staff cover and
- James Upson who provides one to one support for farm helpers when it is required (currently we provide one to one support for someone every day we operate)
- Step has taken on additional responsibilities managing the website, providing video and photography and deputising for Tim in all things design.
- Celia has additional responsibilities for managing the produce sales

All staff benefited this year from training in learning disabilities led by Amanda O'Neil from West Suffolk College. We are very grateful to Amanda for giving up several evenings over a course of 3 or four months to help staff. I know they found it a huge help.

Thanks to Tim our Director for leading the Trust with vision, energy and care for everyone involved. After several years being based in Tim and Marks home we have moved to the old farm shop building and we are grateful for this opportunity to allow the Trust to grow.

Volunteers

The business has benefit hugely from the input of volunteers this year. Whilst this has always been the case in past, now, we have regular volunteer events and help on operational days too.

We would particularly like to thank:

The team of 23 volunteers from Treatt who helped put up the polytunnel.

The 60 or so volunteers that have attended our Business Networking events over the past, they have helped weed, dig, build raised beds and yes, also helped with the polytunnel.

The occasional volunteers that help Tim and Mark on the first Saturday of every month doing jobs around the farm.

Thanks to the trustees and those that attend the trustees meeting to support our work... ...Lou, Nicola, Tim, Richard and Amanda and to Tina and Janice who provide a perspective from the service user.

Finally, we would like to express are appreciation for our operational volunteers who help and support staff on the days we operate. These are:

- Paul Ormond who volunteers on Tuesdays
- Helen Wilson who volunteers on Wednesdays
- Ann Snaith who volunteers on Fridays

Very big thank you indeed - your support is hugely valued. Thank you.

Activities

We continue to provide care farming services at Rookery Farm 3 days a week on Tues, Wed and Fridays. The number of people regularly attending continues to grow at around 25% for the same period the previous year.

Work on the farm this year has focussed on developing animal stock holding facilities – chicken huts, stock fencing for pens and paddocks. Latterly it focussed on getting the poly tunnel up and running and sorting out the raised beds for the sensory garden.

We have established regular contract work at outside jobs for which we charge £150/day. In 2016/17 this included ditch clearing, clearing the church yard, cleaning out an immense cow shed and regular gardening work at Honington Hall. Tangible support from the community great to have and our farm helps very much enjoy working off the farm on occasions. It not only helps them develop social and work based skills, it also provides the Trust with another income stream.

We secured the contract to mow the parish verge round the sign. The support from the Parish Council is very much appreciated.

Thanks to an anonymous benefactor who paid for the coach hire, we took all the farm helpers to visit the zoo for a day. They had a great time!

Tim Freathy Farm Director made the 2017 Awards

Certificates in Professional Development

Alex Percival	For attention to detail in animal health and hygiene, especially cleaning out the water containers
Ali Delishta	For donkey husbandry including leading them out
Billy Dolton	For Excellent leadership skills and showing support for others
BOJ	For Growing vegetables from fork to fork
Dale Bailey	For task focus and seeing a job through to completion
Derek Bowering	For healthy living, improved eating and cycling to the farm.
Greg Singleton	For chicken keeping skills and independent egg collecting
Jade Underhill	For chicken keeping skills and independent egg collecting

John Huggins	For vegetable growing, especially watering and hoeing
Joshua Dellow	For Fencing skills, especially sawing and hammering
Kerena Trow	For improved mobility and taking the dog for a walk
Matthew Biggs	For goat maintenance and independent working.
Michael Morgan	For Excellence in grass cutting and verge maintenance
Nicholas Jones	For working in a team and looking after Ruth and Tiger
Peter Making	For cleaning out the donkeys
Richard Turner	For poly tunnel maintenance and tomato growing
Steven Norman	For effective use of muscle power and good barrowing

Accounts for 2016-7 were presented by Louisa Wells treasurer

The accounts for 2015-2016 have been completed by our accountants Whiting and Partners and have been submitted to companies house and the charities commission

The accounts for 2016 = 2017 were presented by Louisa in Picture and paper format . These are both attached.

The accounts show MFT is in a healthy and stable financial position The annual income has grown from 65K to 119K over the year The costs have risen from 71K and 109 K. This year we have a surplus of £10670 Last year the surplus was £6639

In view of the growth MFT has taken on a part time bookkeeper to assist Louisa - Stephanie She will assist in preparing the accounts for 2017 - 2018 and is currently associated with KPSK. We therefor propose we use KPSK as our accountant for 2017-2018

Proposed by Andrew Hunter. Seconded by Tim Freathy

Election of officers

Chairman: Andrew Hunter continues to act as chairman. Nicola Hunter as secretary Louise Wells as Treasurer.

Trustees: There are 4 trustees. Tim Freathy Louisa Wells. Nicola Hunter Andrew Hunter MFT would like to add additional trustees. Amanda O'Neill would like

to join MFT as a trustee Proposed by Nicola Hunter. Seconded by Jan Pervical

Any other business

Peter enjoyed the walk at Shimpling on 7.10 16 and would like to go again. TF reported that step is organising this

Andrew Hunter explained that MFT remains the official name for the charity but from 2017 we are trading as Depden Care Farm

The meeting closed at 2.50pm