



Christian action on homelessness

www.routestoroots.org

Charity No 1093689

Minutes of Routes to Roots Annual General Meeting 21st June 2012
United Reformed Church, Skinner Street, Poole

1. Attendance

Present

Liz Bailey
Nigel Benning
Margaret Blyth
Dick Dyke
Rosie Law
Caroline Foy
Susan Gittins
Kerry Harding
Jenny Harris
Lynn Foster
Alan Knapp

Jeanette McCallum
Ruth Meaden
John Parsons
Paul Richards
Gabi Sanger-Stevens
Pat Southgate
Ann Tyson
Raymund Wells

Apologies

Beryl Bariana
Vera Brown
Eric Damerell
Helen Ellis
Jill Goreham
Revd Barry Hallett
Jennifer Harrisson
Chris Lay
Marion Luckman
Hazel Marston
Kate Mellor

Richard McLester
Joan Percy
Sarah Percy
Llia Sanger-Stevens
Curt Southgate
Marcus Steward-Keeling
Philip Ward

2. Opening Prayer and Welcome

The Revd Pat Southgate, Chair of R2R, opened the meeting with prayer and a reading from John 15: 1 – 9: *“I am the true vine,...”* and with prayer. Pat then gave a warm welcome to all those present and thanked them for coming to the meeting.

3. Minutes of the Previous AGM

The Minutes of the AGM held on 25th June, 2011 were reviewed. It was noted that Helen Knapp had not been present and the spelling of Raymund Well’s name was corrected. The Minutes were then agreed as a true copy by the meeting and signed by the Chair.

4. Chair's Report

The Chair’s Report was issued with the AGM pack. Pat referred to the 10th Anniversary Service at St Peter’s Church in March, which had been a joyful celebration of 10 years of Routes to Roots

Pat spoke about our continuing partnership with Bournemouth Churches Housing Association (BCHA), with whom we provide the service known as POST (Poole Outreach and Support team). Pat emphasised the value we place on our own Outreach Worker Liz Bailey and Katrina Knight from BCHA and how well they work together. The 6am outreach continues to be successful in making contact with the homeless and grateful thanks to all the volunteers who go out with Liz or Kat at this hour. This is often the initial step toward helping those who sleep rough, back into housing; in 2011, 28 such clients were re-housed and a further seven so far this year.

The “Buy a Guy a breakfast” raised enough money to provide over 300 breakfasts and many thanks to “The Fisherman’s Café” for providing these.

Last winter we worked with Poole Borough Council to provide shelter for the homeless once the temperature had fallen below zero for three consecutive nights (a statutory requirement for the council). We are grateful to the Gateway Church for providing the hall and to Mark of BCHA for setting it up.

We endeavour to supplement our outreach work with time spent with clients, developing their trust and building up their self-confidence. Pat thanked Caroline for all her work in building up the volunteer list, as Dick had done in the past.

Pat referred to the level of unsociable behaviour occurring last summer and autumn, which was unusual. Although not directed towards the volunteers, it had made life difficult. The assistance of the PCSOs, especially Olly, was invaluable and appreciated by all.



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Thanks were also due to Skinner Street URC and Hill Street Baptist Church for their support of our work, and a huge thank you to the volunteers for everything they do and without whom, the work would not proceed.

With sadness, Pat reported that Dorothy Cuff had passed away this year. She was one of our most loyal supporters, held in much esteem by those on the streets.

The Befriending project which grew out of the pilot project of last year, funded by Quaker Homeless Action (QHA) had mixed success, but we are keen to take it forward and recognise its value in enabling clients to engage in recreational pursuits. This year there is a new project at Holton Lee in which we are planning to be involved.

On October 10th, 2011 we contracted with Germann Keeling Ltd, Gabi Sanger-Steven's company, to provide management services. It had become apparent that we needed professional expertise to manage the expanding work-load, and it has already been of huge benefit to the running and organisation of the charity.

Susan Gittins has put her expertise to good use in publicising our work, producing excellent newsletters and other articles. Additionally, we have contracted Richard McLester to provide regular web-site support, to ensure we maintain a good web presence.

Pat presented two of our three Trustees who are stepping down, Paul Richards and Dick Dyke, with a small gift as a token of our appreciation for all they have done. Jennifer Harrison who was unable to be present will be presented with a gift at a later date. She also thanked Alison Dalton of Bridging Communities and Ann Bishop of Faithworks for all they do

There were no questions.

5. Treasurer's Report

In Sarah's absence, Ann read out the verbal report that Sarah had forwarded to her: Sarah referred to the copy of the unexamined accounts in the AGM pack, and her written report. Unfortunately, there were a few errors in the accounts which needed to be corrected:

Some of the money included in the general donations was actually membership money so

- 1 General Donations should be reduced to £14,958
- 2 Individual Membership subscription should be increased to £730
- 3 Church and other organisation membership should be increased to £300

A few adjustments are also needed to the Balance Sheet

- 1 since the accounts were prepared we received a grant to cover the costs of the breakfasts in 2011/12 and 2012/13. It is therefore necessary to introduce a new restricted fund for breakfasts showing a negative balance of £556, taking the total restricted fund balance to minus £231.
- 2 there were also some calculation errors in the balance sheet. The designated Building Fund figure should be £22,437 giving total designated funds of £25,700 and Total funds of £47,469

Sarah provided a revised copy of the Annual receipts and payments, together with a revised Annual Balance Sheet to take into account these changes.

2011/12 was another successful year with £4,538 more income than expenses. However there was a significant drop in our income, mainly in grants and other fund-raising activities. We only managed not to dip into our reserves, because our Support Manager moved on to another job.

The POST contract is due to end in November and we are uncertain what will happen then. Sarah estimates that R2R current activities will cost £64,000 in 2012/13 and without the POST contract and/or other sources of funding we will start using our reserves. She asked us all to consider what more we can do to encourage more funding.

Sarah thanked Caroline Foy for all her hard work in maintaining the books for Routes to Roots.



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There were two questions, which Gabi answered: one concerned the amount it cost per day to fund the meals, which is £40. The other concerned the relationship between BCHA, POST and the contract with Poole Borough Council. We will work with BCHA when the contract comes up for re-tendering. The money pays for the office upkeep and Liz's salary.

Ann formally proposed that the meeting adopt the accounts as issued with the AGM pack and verbally amended. This was seconded by Gabi Sanger-Stevens.

6. Secretary's Report

Ann referred the meeting to the report circulated with the AGM mailing.

The membership numbers needed to be amended, due to some of the membership fees being counted as General Donations (as referred to in Sarah's report). Individual membership is 73, Church membership is 12. We are still keen to encourage more churches to join us and the specific covering letter sent round with our AGM mailing had already yielded one extra church. When we come to negotiate with government agencies, in particular applying for grants, the number of members we have, can make a real difference.

Ann also mentioned the army of volunteers, some of whom are paid up members, but all of whom donate a tremendous amount in kind with each hour worked.

Ann reported that we are preparing to register as a Charitable Incorporated Organisation, ("CIO") which means adopting a new constitution and transferring all our workings to this new model. The Charities Act 2011 governing this legislation came into effect on 14th March, 2012, but the regulations have still not been finalized and until this happens we cannot put into place our registration. In the meantime, however we are making preparations so that we can proceed quickly once the regulations come into effect. The net result will be a much greater stability to our organisation.

Finally, Ann thanked Gabi for helping her as she took over her role as Hon Secretary, and Caroline, especially for the help with preparing for the AGM.

7. R2R Committee & Trustee Elections

- 7.1. **Chair & Trustee** - Pat Southgate - proposed by Kate Mellor, seconded by Dick Dyke
- 7.2. **Treasurer & Trustee** – Sarah Percy - proposed by Pat Southgate, seconded by Jennifer Harrison
- 7.3. **Secretary** - Ann Tyson - proposed by Paul Richards, seconded by Sarah Percy
- 7.4. **Trustee** – Kate Mellor – proposed by Sarah Percy, seconded by Ann Tyson
- 7.5. **Committee member** – Susan Gittins – proposed by Kate Mellor, seconded by Ann Tyson
- 7.6. **Committee member** – Jenny Harris – proposed by Pat Southgate, seconded by Kate Mellor

There being no other nominations, all were elected. There were no dissensions and 1 abstention each for Sarah and Susan.

8. General Manager's report

Gabi, previously the Honorary Secretary for 6 years, explained that her company had been appointed to provide General and Management Services for Routes to Roots from 10th October, 2011. Her remit is to ensure that the charity maintains its aims and objectives, addressing the needs of the homeless. She is well supported in this work by Caroline and Liz. She also works closely with Mark Horsford, BCHA's project manager for the POST provision. Additionally she attends numerous events with various agencies, to ensure Routes to Roots maintains a high profile and keeps up to date with developments.

The number of volunteers has risen since last October from 55 to over 80, which is gratifying. Although some of the original 55 have left, taking with them their expertise and experience, there is now an excellent team including new team leaders.

Gabi is also involved in the many projects that aim to involve the clients in active, creative and motivating occupations and the Mobile library funded by Quaker Homeless Action is the latest of these initiatives.

Fund-raising is another area that Gabi is involved in, including applying for grants; in spite of the fact she has not had too much time for this, due to all the other jobs in hand, she has already had success in attracting some modest sums. Gabi then provided

some impressive statistics. Particularly noteworthy was that one of the two people known, to have been rough sleeping for over twenty years, has just been re-housed:-

- 1,402 Lunches served (Oct 2011 – May 2012)
- 1,525 Evening meals served (Oct 2011 – May 2012)
- 308 Big Breakfasts served to rough sleepers this last winter (Dec 2011 – Mar 2012)
- People housed who remained in tenancy:
 - 2010 – 52%
 - 2011 – 71%
 - 1st quarter 2012 – 86%
- Length of time rough sleeping when first signed on with POST (2010 – 1st Quarter 2012)

Unknown	16	3+ to 4 years	3
less than one month	16	7 years	1
1 to 3 months	14	8 years	1
3+ to 6 months	14	16 years	1
6+ to 12 months	4	17 years	1
1+ to 2 years	1	20+ years	2
2+ to 3 years	2		
- Last Core Group meeting at the beginning of June, we had 15 rough sleepers on the books and as of 20th June 2012 it had gone up to 17 rough sleepers.

9. Outreach Worker’s report

Liz spoke of her role, which was well illustrated by the display pictures around the room. She shares her outreach role with Kat of BCHA, and has Gabi as her line manager. The early morning outreach starts at 6am seeking out the rough sleepers in car parks and other areas where the homeless attempt to seek protection from the elements and those who might do them harm. This important initial contact leads to invitations to the office between 10am – 12noon, when a complete assessment is possible, with a view to seeking a way forward for each individual, many of whom often have multiple and complex problems, . Liz spoke of the challenge to the clients in building up a reference which is required by prospective landlords. She also mentioned the many agencies and bodies she works with eg Drug and Alcohol team, Probation, Foodbank, Big Issue, Community Mental Health Team, all who may have a contribution to make so that no one falls through the net. Finally Liz said what a privilege it was to share the life journey of people at a very painful time of their lives. She quoted Jeremiah 29: 11 – 14a *For I know the plans I have for you,’ declares the LORD, ‘plans to prosper you and not to harm you, plans to give you hope and a future. Then you will call on me and come and pray to me, and I will listen to you. You will seek me and find me when you seek me with all your heart. I will be found by you,’ declares the LORD, ‘and will bring you back from captivity.* As well as thanking the volunteers present at the meeting; Alan Knapp, Caroline and Gabi, she also wished to thank Jeff Williams (Tuesdays) and Paul Gooden and Mark Stubbs (alternate Tuesdays). A moving illustration of Liz’s work was provided by an ex-client, now a volunteer, who spoke of how the outreach service had helped him get back on his feet.

10. Date of Annual General Meeting 2013

It is proposed that the next AGM should be held on 20th June 2013, unless otherwise notified.

11. Any Other Business

No other business had been notified prior to the meeting and no matters were raised at this time.

11. Close

The meeting joined together in the saying of the grace.

Ann Tyson
(Hon Secretary)