



Minutes of the Annual General Meeting Wednesday 17th May 2023 at 7:15pm

Held at The Community Office, Customer Service Hub, Mazurek Way, Orbital Shopping Park, Swindon SN25 4AN

Agenda

1. Welcome
2. Apologies for absence
3. Minutes of previous AGM – 22nd June 2022
4. Group Organiser's report
5. Treasurer's report
6. Election of Committee Members:

The existing committee all offered themselves up for re-election

<i>Martin Hiscock</i>	<i>- Group Organiser</i>
<i>Claire Huckerby-Brown</i>	<i>- Group Treasurer</i>
<i>Zoe Thomas</i>	<i>- Group Secretary</i>
<i>Gareth Williams</i>	<i>- Food Venue Co-ordinator</i>
<i>Lisa Fry</i>	<i>-Membership Secretary – Currently co-opted</i>

Minutes

- The Chairman, Martin Hiscock, welcomed members.
- Apologies for absence were received from six members.
- The minutes for the last AGM, on 22nd June 2022, were taken as read, having been posted on our website. Acceptance of the minutes was proposed and seconded.
- The Group Organiser gave his presentation which can be found at www.coeliac.org.uk/local-groups/swindon/documents/8933-agm-2023-presentation. A transcript of which is set out in the appendix.
- The Group Organiser gave a presentation on behalf of the Treasurer which is included in the above presentation.

- The re-election of committee members Martin Hiscock, Claire Huckerby-Brown, Zoe Thomas, Gareth Williams, and Lisa Fry was proposed and seconded and passed by 10 votes.
- Ideas for future events were discussed. A picnic, a barbecue, air rifle shooting and a cream tea at the Dandelion in RWB were suggested.
- The business of the AGM concluded, and the floor was handed to Kristyna of Spellbound Arts and Bakes for her presentation.

Appendix 1

Group Organiser's Report – Summary Notes - 2023

Local Group Activities

- Ongoing coffee afternoons have been held in Swindon town centre, on the same day of the month (2nd Wednesday) at the same venue, at 2pm – these were held at McCaffs and have now moved to M&S café. We asked regular attendee Chris R if she would agree to be the volunteer leader at these events with committee support and she kindly accepted – Chris is doing a fantastic job
- Last July we had an evening social at the Dandelion Coffee and Gift Shop in Royal Wootton Bassett
- We had an evening event in September at the Sun Inn at Coate
- Our jewel event in the 2022 calendar was the Christmas meal in early December at Gorse Hill Tea Rooms. They put on a great event for us and it is a real shame that they have changed their business model
- In this calendar year, in late January we held a ten-pin bowling event against Swindon Bats, the local Sports and Social Club for the Visually Impaired – everyone enjoyed themselves - more of these events are planned
- From March we started additional coffee afternoons at the Dandelion Coffee and Gift Shop, Royal Wootton Bassett- the third Wednesday of every month – same date, same time, same place
- We have continued with our ongoing relationship with the Dietician Team at GWH, with our group being represented at the monthly Webinar led by Dietician Team for those recently diagnosed
- Following on from our relationship with the hospital, Zoe was recently invited to talk about Coeliac Disease to a group of local GP's and medics
- We continue to email each new member who joins Coeliac UK locally and offer them an opportunity to chat to someone, it is the hardest time when recently diagnosed, Lisa looks after this each month. Lisa joined us as membership secretary in August
- We receive questions and queries from diagnosed and undiagnosed people locally, on email and Facebook that we respond to
- We have continued with our monthly emails, providing information on local venues and suppliers, which Gareth collates, and add local events and information - we want to keep local people updated
- Our Social Media channels have been used throughout, with Louise looking after these and adding new content to keep them fresh and informative. We welcome all interaction on these
- We keep our website updated with our events, just search for Swindon Coeliac
- Working with Coeliac UK has its occasional challenges, and the greatest challenge is in the finance area – Claire our treasurer has remained patient throughout and we will explain the upcoming finance arrangements shortly

- Last month Marian and Kristyna stepped forward as Local Group volunteers – a warm welcome to them both
- Kristyna will be picking up the Gluten Free shopping basket work that Louise has initiated

Behind the scenes

- We have continued to have Committee Meetings, via Zoom, with our meetings every two months
- Lisa is performing a lot of analysis on our existing membership list looking at age profiles and will be working with Coeliac UK to ensure that we are adhering to data protection requirements on the members contained within our list
- We continue to work alongside Coeliac UK and one or more of us attends events that they arrange to inform local groups and for us to feed in to them with our operational challenges
- It has been another year of being busy – regular and one-off events, supporting new and existing members, working with local health teams, sharing information such as the venue list and working to support local businesses who provide a gluten free offering

A Time of Thanks

- To the Dietician team at GWH, especially to Emily who, earlier this year, moved to a new role out of area – they share news about our group and are very supportive of the work that we do locally – this relationship, especially with the work that Zoe does, will further develop and grow
- To the many local suppliers – who continue to support us – in mentioning our events, hosting us and supporting us in many ways
 - M&S Café
 - Dandelion Coffee and Gift Shop
 - Gorse Hill Tea Room – Steve and his team
 - Krystina at Spellbound Arts and Bakes
- The Community Office venue that we are using this evening – let for free to local charities and organisations
- To the helpers and volunteers at our events and this evening – thank you
- Very special thanks are to be given to Marian and Ken. They do not even live in our catchment area but attend almost every event that we run – coffee in Swindon and in Wootton Bassett, the Christmas meal, the ten-pin bowling – we see them there
- Our local committee which we are very proud of - very strong and committed shown by the long list of activities that we do – Claire, Zoe, Gareth, Lisa and Louise
- Louise is unfortunately stepping down – It was Louise that set-up, sorted and ran all the social media – thank you
- Marian is taking this role on with Louise providing the handover
- Finally, to the local members – for your feedback, donations, interaction on social media and support on our journey together