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Annual General Meeting  
Monday 18<sup>th</sup> January 2010

Venue: The Offices of the Diana, Princess of Wales Memorial Fund,  
County Hall, Westminster Bridge Road, London, SE1 7PB.  
Time 10.30 am – 11.00am  
Chair of Meeting Steve Rossell, Cranstoun

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**Attendees:**

Steve Rossell (SR), Cranstoun Drug Services  
Kathrine Quiller –Croasdell, Foundation 66  
Gina Dormer, Broadreach House  
Wendy Dawson , Ley Community  
Steve Hamer, Compass  
Libby Read, ANA  
Richard Johnson, ANA  
Richard Kingdon, City Beacon  
Chris Hannaby, Vale House, Stabilisation Services  
Louise Walsh, eATA (minutes)

1. Ordinary Business

SR opened the meeting and welcomed members, reporting that notices were sent out as required, prior to the Christmas period., which included all necessary paperwork.

SR introduced the minutes of the previous meeting seeking adoption as a correct record, subject to two minor amendments i.e., 1b 3<sup>rd</sup> paragraph to delete 'and directors' and amend typo of Grant 'Harrod'. Subject to amendments adoption proposed by SH and all agreed.

a. Financial Accounts 2008-09

Copies of which were offered for viewing

- i. Income and Expenditure account and Balance Sheet – SR reported that year end was satisfactory and general reserve of £104,000+, which equates to around 7 months operating costs.
- ii. Report of the Directors and the Reporting Accountants. SR reported, as summary of the Directors' Report, that the accounting period covered very much a transitional year, with significant staff changes and four key strategic areas of activity being determined and actioned. Key areas included: strengthening the organisation's infrastructure, enhancing

member's services, improving PR and organisational raising profile within the sector and key decision-makers, and, finance sustainability. All key areas had seen considerable gains and improvements. Proposal to adopt accounts agreed by all.

b. Appointment of Directors

SR outlined the process of Director selection and election. He reported that three Board members had 'stood down' as required and had expressed their willingness to be re-elected. No other nominations were forthcoming

Proposal to agree to the appointment of SR, Steve Cooke and Nick Barton agreed by all.

c. Appointment of the Reporting Accountants

SR explained the requirement to appoint reporting accountants rather than auditors and proposed the re-appointment of Grant Harrod, which was agreed by all.

d. Fixing of the Reporting Accountants fees

SR proposed to delay the fixing of accountant's fees to next general meeting of the Board, which was agreed by all.

2. AOB - none