

Minutes of the 148th Annual General Meeting of The Post Office Orphans Benevolent Institution (POOBI) held on 25 April 2018, at the Phoenix Centre, Royal Mail Mount Pleasant, LONDON, EC1A 1AA.

Present:

Trustees and Officials:

David Chapman (Chairman)
Helen Rolph (Vice Chairman)
Brian Thomson
Kevin Walsh
Carol Shonibare
David Poole
Damian Devine (Honorary Treasurer)
John Powell (Secretary)

Apologies: Amy McQuillan;
Maria Toutouyoutte

Other members:

Stephen Sharpen
John Deere
Arjuna Djapri
Graham Baker

Guest:

John D'Cruz (former Trustee)

1. **Chairman's Presentation:** The Chairman welcomed all those present and noted that sufficient members were present to form a quorum. He made a presentation giving a resume' of the operations of POOBI in 2017, which included record amounts of educational grants and awards being made, the changes to the Trustees that had occurred, and the further progress made on improving performance and efficiency. He also provided a look forwards to the issues being actioned in 2018. This presentation will be published on the POOBI website. He thanked those present for their support and their efforts made to move POOBI forwards.
2. **Minutes of the 2017 (147th) Annual General Meeting.** These were agreed as a true record of that meeting and accepted by everyone present.
3. **To receive the report of the Trustees of POOBI for the year ending 31st December 2017.** Proposed David Chapman, seconded John Powell.
4. **To receive the accounts for the year ending 31st December 2017.** Proposed David Chapman, seconded John Powell. The accounts had been audited. It was noted that the audit is prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and in accordance with the requirements of the Charities Act 2011, the Friendly Societies Act 1974 and the Charity SORP FRS 102 applicable in the UK and Republic of Ireland. This had found POOBI's accounts and internal processes to be robust and that the financial statements gave a true and fair view of the state of the Institution's affairs as at 31 December

2017. The auditors had not identified any issues which might have required them to qualify the report and accounts.

5. **Re-appointment of auditors:** Proposed David Chapman, seconded John Powell to re-appoint Messrs R E Jones LLP as auditors to POOBI for the year 2018. Accepted by those present.
6. **To re-elect as Trustees of POOBI: Brian Thomson, David Chapman, Helen Rolph, Maria Toutouyoutte, Carol Shonibare, Kevin Walsh, David Poole; Amy McQuillan.** The Trustees present stated they were prepared to stand and the vote was carried unanimously.
7. **To receive any nominations for election as a Trustee and to conduct a vote.** Stephen Sharpen and John Deere were nominated by Kevin Walsh and seconded by Brian Thomson. The nominees present stated they were prepared to stand and the vote was carried unanimously.
8. **The Trustees to elect from their number (those elected as Trustees) a committee of management and to appoint officers of POOBI.**
 - Chairman: David Chapman was re-elected: Proposed Brian Thomson, seconded Stephen Sharpen.
 - Vice Chairman: Helen Rolph was elected: Proposed Brian Thomson, seconded Stephen Sharpen.
 - Treasurer: Damian Devine was reappointed. Proposed Helen Rolph, seconded Carol Shonibare.
 - Secretary: John Powell was re-appointed. Proposed David Chapman, seconded Brian Thomson.

The nominees present stated they were prepared to stand and the votes were carried unanimously.

9. **Any other business.** John D’Cruz and Brian Thomson proposed thanks and this was given by all those present to the Chairman and Officers for the great work in supporting and driving POOBI forwards in the previous year.
10. **Date of next AGM to be 2nd of May 2019,** location and time to be decided.