

Minutes of the 150th Annual General Meeting of The Post Office Orphans Benevolent Institution (POOBI) held on 29th April 2021 using Sykpe (online meeting)

Present:

Trustees and Officials:

David Chapman (Chairman)
Helen Rolph (Vice Chairman)
Kevin Walsh
Anne Turrell
Amy McQuillan
David Poole
John Deere
John Powell (Secretary)
Damian Devine (Honorary Treasurer)

Apologies: Stephen Sharpen, Carol Shonibare, Maria Toutouyoutte,

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 2020, which included record amounts of grants and bursaries being made. The year 2020 and 2021 would go down in the records as two difficult years due to the Covid19 pandemic which has caused many hardships for beneficiaries and completely altered the way of working. Such that in 2020 the AGM for POOBI had to be cancelled for safety reasons, therefore there were no minutes to review.

The chair thanked the Committee for their support and all their efforts made to move POOBI forwards and for all the progress that has been made in 2020.

2. **Minutes of the 2020 Annual General Meeting.** There were no minutes to agree as the meeting had been cancelled.
3. **To receive the report of the Trustees of POOBI for the year ending 31st December 2020.** Proposed David Chapman, seconded John Powell. The report can now be forwarded to the FCA and posted on the POOBI Website.
4. **To receive the accounts for the year ending 31st December 2020.** 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 2018. The auditors had not identified any issues which might have required them to qualify the report and accounts. The accounts can now be forwarded to the FCA and posted on the POOBI Website.

5. **Re-appointment of auditors:** Proposed David Chapman, seconded Damian Devine to re-appoint Messrs R E Jones LLP as auditors to POOBI for the year 2021. Accepted by those present. It was agreed that some research should be carried out into a fall back on the auditors for 2022

6. To re-elect as Trustees, Officers and Chair of POOBI

An election took place with those present and the results are shown below.

9. **Any other business.** None raised

10. **Date of next AGM to be 28th of April 2022,** location and time to be decided.

POOBI ANNUAL ELECTIONS AND APPOINTMENTS 2021 / 2022

Nominations for Trustees	Notes	Proposed by	Seconded by
Amy McQuillan	Trustee, Lead on Education	David Chapman	John Powell
Anne Turrell	Trustee, Finance Committee	David Chapman	John Powell
Carol Shonibare	Trustee	David Chapman	John Powell
John Deere	Trustee	David Chapman	John Powell
David Poole	Trustee, Lead on Legal Issues	David Chapman	John Powell
Helen Rolph	Trustee and Vice Chair	David Chapman	John Powell
Stephen Sharpen	Trustee	David Chapman	John Powell
Kevin Walsh	Trustee, Lead on Regular Grants	David Chapman	John Powell
Maria Toutouyoutte	Trustee	David Chapman	John Powell

Nominations for Chair	Notes	Proposed by	Seconded by
Anne Turrell	Trustee, Finance Committee	David Chapman	John Deere

Nominations for Officer	Notes	Proposed by	Seconded by
Damian Devine	Honorary Treasurer, Finance Committee	David Chapman	John Deere
John Powell	Secretary to the Trustees, Finance Committee	David Chapman	John Deere