

Minutes of the 154th Annual General Meeting of Postal Family Fund (PFF) held on 8th May 2025 at Farringdon Road at 15:45

Present:

Trustees and Officials:

Anne Turrell (Chair)
Helen Robb (Vice Chair)
Damian Devine (Honorary Treasurer)
David Poole (Trustee)
Amy Buchan (Trustee)
John Powell (Trustee)
John Deere (Trustee)
Tim Hyde (Trustee)
Laura Chinnakone (Business Secretary)
Claire Mascarenhas (Fund Administrator)

Apologies:

Ricky McAuley (Trustee)

1. **Chair's Presentation:** The Chair welcomed all those present and noted that sufficient members were present to form a quorum. She made a presentation giving a resume of the operations of PFF in 2024. This included another record year of grants and bursaries being made, the launch of the new Home Technology grant and continuing to improve awareness of our charitable activities resulting in record applications. The Chair thanked the Committee for their support and all their efforts made to move The Postal Family Fund forwards and for all the progress that has been made in 2024.
2. **Minutes of the 2024 Annual General Meeting.** The minutes were approved by all those present.
3. **To receive the report of the Trustees of PFF for the year ending 31st December 2024.** Proposed John Powell, seconded Damian Devine. The report can now be forwarded to the FCA and posted on the PFF Website.
4. **To receive the accounts and audit report for the year ending 31st December 2024.** Proposed John Powell, seconded Damian Devine. 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 PFF'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 2024. 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 PFF Website.
5. **Re-appointment of auditors:** Proposed Anne Turrell, seconded Tim Hyde to re-appoint Messrs R E Jones LLP solely as auditors to PFF for the year 2026. Accepted by those present. It was agreed that PFF continue to do the preparation of accounts in-house.
6. **To re-elect as Trustees, Officers and Chair of PFF**

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

7. Any other business. None raised

8. Date of next AGM to be 7th of May 2026, location, and time to be decided.

Postal Family Fund ANNUAL ELECTIONS AND APPOINTMENTS 2025

Nominations for Trustees	Notes	Proposed by	Seconded by
Amy Buchan	Trustee, Lead on Education, Product Sub-committee, University Bursary Committee	John Powell	Damian Devine
Anne Turrell	Trustee, Finance Committee, Product Sub-committee, University Bursary Committee	John Powell	Damian Devine
David Poole	Trustee, Lead on Legal Issues, Product Sub-committee, University Bursary Committee	John Powell	Damian Devine
Helen Robb	Trustee and Vice Chair, Product Sub-committee, University Bursary Committee	John Powell	Damian Devine
John Deere	Trustee, University Bursary Committee	John Powell	Damian Devine
John Powell	Trustee, Finance Committee, University Bursary Committee	Anne Turrell	Damian Devine
Ricky McAulay	Trustee	John Powell	Damian Devine
Tim Hyde	Trustee	John Powell	Damian Devine

Nominations for Chair	Notes	Proposed by	Seconded by
Anne Turrell	Trustee, Finance Committee, Product Sub-committee, University Bursary Committee	John Powell	Damian Devine

Nominations for Officer	Notes	Proposed by	Seconded by
Damian Devine	Honorary Treasurer, Finance Committee	John Powell	David Poole
Laura Chinnakone	Secretary to the Trustees, Finance Committee, Product Sub-committee, University Bursary Committee	John Powell	Damian Devine