

We are Beams

**Minutes of the  
27th Annual General Meeting**

Held on  
Friday 13<sup>th</sup> October 2023 at 12.30pm  
Allsworth Court, 40 St David's Road, Hextable, Kent BR8 7RJ

**TRUSTEES PRESENT:** Jason Jarvis ( Chair ) Rosie Neale (Vice Chair), Terri Cox ,Neil Johnston Sue Crocker  
Katrina Adams (Company Secretary/Head of Charity) taking Minutes.

**IN ATTENDANCE**

Beams Staff -Tracy Woods , Maria Austen ,Kim Hawthorne, Stephen Hirsch, Luke Cashin, Donna Meadley, Tracey Riley, David Adams , Robin Adams , Paul Kennedy, Jennie Branch, Tracy Whitehead, Bal Dhillon ,Emma Cox

Full attendance list Available

1	<b>Welcome : Jason</b> welcomed everybody to the meeting and asked the Trustees present to introduce themselves
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2	<b>Apologies:</b> , Garry Ratcliffe ,Steve Lusk , Janette Challis, Andy Garrett Cllr Jeremy Kite MBE , Cllr Penny Cole
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3	<b>Minutes:</b> The Minutes of the Meeting held on Friday 14 <sup>th</sup> October 2022 were: i) accepted as a true and accurate record and ii) signed by Jason Jarvis iii) Matters Arising: None
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4	<b>Re-election of Trustees</b> Katrina said that Terri Cox and David Mote retired this year on rotation. Both confirmed that they are willing to be re-elected. Sue Crocker proposed that they both be elected, seconded by Neil Johnston. All AGREED.
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### **Directors Report and Accounts**

Katrina gave a summary of the Accounts for the year 2022/23

Total Income £2,027,694 ( an increase of 16% 2021/22)

Total Expenditure £2,131,000 (an increase of 25% 2021/22)

Net Deficit -£103,306 70,153

The amounts held are

Restricted Funds £ 186,820

Unrestricted Funds £ 124957

Reserves £ 325,879

Total Funds C/Fwd. £ 637656

### **Adoption of Accounts**

Neil Johnston recommended the adopted Accounts to the Meeting, seconded by Jason Jarvis All AGREED.

**Adoption of Auditors:** Neil Johnston proposed that Kreston Reeves be adopted as our Auditors for the year 2023/24 seconded by Jason Jarvis. All AGREED.

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### **Annual Review**

Katrina spoke about the magnificent start to the year with the news that we had achieved the target for the Garden redevelopment. The garden was formally opened in March 2023... We are extremely proud of the whole project from the initial thoughts, to the fundraising and the 6 months of project management until it was completed. During the work we managed to offer some outdoor space, whilst continuing to operate all our normal short break activities, which was a tremendous achievement. In September 2023, we were awarded a Special Project Award at the Kent Charity Awards for the Garden.

Following the Covid restrictions being lifted the Short Breaks activity programme resumed in full and all available places that we could offer were oversubscribed. The Playschemes and family events remain very popular and the feedback we receive is always good. New activities, including paddle boarding, dance and drama and cyclopark were available. Our trustees have attended some of these; one of them did join in with paddle boarding and may have had assistance in falling off.

Dragons Retreat continues to grow and we received a Good grading from Ofsted in May 2022. During the year, we decided to change the way the Short Breaks team was structured. In January 2023, Short Breaks activities and the Residential service were split. Tracey Riley continues to manage all Short Breaks Activities and Robin has become the Registered Manager for Dragons Retreat following an interview with Ofsted. Paul has now taken the role of Responsible Individual from Katrina. In September, Ofsted reinspected and we have been awarded a Good grade in all areas, which is great for Paul, Robin and the team.

Both the Family Advice and Direct Payment teams see increasing numbers of referrals and enquiries. We continue to run 3 drop in clinics each week, facilitate 1 to 1-support meetings, school meetings and a full programme of training for parents. The team are dealing with increasingly complex cases with families, which is indicative of the issues within Kent County Council regarding SEND.

Tracy Woods Direct Payment Service Manager worked with me to negotiate a second years which started in April 2023. There has been a significant rise in the number of Direct Payment referrals for education, which is often complex and detailed work.

	<p>Tracy and the team have supported over 1400 cases in the year. Our newest service for Support Brokerage managed by Karen Dorling made some significant progress over the year. Karen developed the planning aspect for young people and given them a voice in their future in a way that cannot be ignored. Karen has also supported families with their employment and management of PA's. We will be continuing to develop the service and promote it wherever possible.</p> <p>The Beams Payroll service continues to grow with over 800 employers using them. This does generate a surplus, which we are able to use to support the work of the charity.</p> <p>Fundraising to deliver our services is vital. Whilst some of our services are commissioned or purchased, we are still very reliant on the fundraising team to bring funds in. Caroline and the team generated over £800,000, which is an incredible achievement. Katrina thanked everyone who supports us so generously, especially those present.</p> <p>Katrina said that she is so very proud of Beams. The amazing committed and dedicated management team and the trustees who give their time voluntarily to oversee the charity.</p>
7	<p><b>Speakers – Parental experience</b></p> <p>Tanya Chaplin, Suzanne Daniel, Karen Young, spoke of their experiences of Beams. The Ratcliffe family sent a testimonial, which was read out.</p> <p>Cllr Richard Streatfield MBE spoke about feedback of Beas he had had from his constituents which was very complimentary</p>
8	<p><b>Any other business</b></p> <p>None</p>
9	<p><b>Closing Remarks</b></p> <p>Jason thanked all those who had attended for their support of the Charity. He thanked the parents who had spoken and shared their experience with the meeting .He thanked the trustees for their continued work and support. He spoke of his own feelings about Beams and work that he had seen during the summer. He stated that he continued to be proud to be a Trustee and looked forward to a successful future for the Charity</p> <p><b>Meeting closed at 1.55pm</b></p>