



**The Queen's Award
for Voluntary Service**

The MBE for volunteer groups

Moray HandyPerson Services

SUPPORT

INFORM

FACILITATE

Registered Office: – Victoria House, 10 Victoria Crescent, Elgin, IV30 1RQ

Tel: 01343 559739

Email: admin@MorayHPS.org.uk

www.MorayHPS.org.uk

Annual General Meeting

Moray Handypersons Service

MINUTES – AGM

Held 3.00pm on Wednesday 31st March 2021 at Victoria House

Present (Full Members): Jim Johnston (Chair), Elizabeth Harley, Alan Flett, Anne Lindsay, Malcolm Aldridge (Manager), Valerie Harper, Dave Harter, Fraser Marshall

There were no proxy votes received.

Item	Minute	Action
1	Chairperson Jim Johnston welcomed everyone to the meeting.	
2	The Chair pointed out that the meeting had been delayed beyond its normal cycle due to Covid and was being held virtually as a result.	
3	Approval of minutes from previous AGM-13 Nov 19 The previous minutes were approved. Proposed by Alan Flett and seconded by Elizabeth Harley.	
4	Accounts – These were laid before the Members for acceptance which was proposed by David Harter and seconded by Valerie Harper.	
5	Activities of the Organisation Director's/Manager's Report (copy attached) The report was accepted and the manager outlined the current position with the Council regarding accounts. There has been no payment for February 2020 or for September, October and November last year. They paid for December 2020 and January 2021 but no payments since. We have received no contract yet, although we have had a verbal agreement from Tracy Wills. The Chair stated that he would chase all of this up with the Council's Chief Executive, Roddy Burns.	Jim



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Item	Minute	Action
6	<p>Election of Directors</p> <p>The directors retired in accordance with the Provisions of the Articles of Association and offered themselves for re-election.</p> <p>James Johnston agreed to continue as a Director: Proposed by Valerie Harper and seconded by David Harter.</p> <p>Alan Flett agreed to continue as a Director: Proposed by James Johnston and seconded by Fraser Marshall.</p> <p>Elizabeth Harley agreed to continue as a Director: Proposed by Anne Lindsay and seconded by Valerie Harper.</p>	
7	<p>Appointment of auditors and authority to the Directors to fix their remuneration.</p> <p>All members were happy to continue with current auditors, Anne Laing & Co. Proposed by Malcolm Aldridge and seconded by Alan Flett.</p>	
8	<p>Close</p> <p>The Chair thanked everyone for attending and the meeting closed at 3.35pm.</p>	

Drafted by: Sec

Date: 31st March 2021

Approved by: Acting Chairperson

Date: 28th April 2021



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DIRECTOR'S/MANAGER'S STATEMENT FOR AGM

Pandemic

It will come as no surprise when we say that the last 12 months have been very different for Moray HandyPerson Services. Not long after our last AGM, the first signs of a potentially nasty virus became evident and by March the country was in lockdown.

For Moray HandyPerson Services, this meant a change to our business rather than a total shut down. The charity was established in 1997 to assist and support vulnerable people in Moray and we were determined, in the hours of greatest need, that the organisation was not going to abandon the community when help was needed more than ever.

Naturally, we had to consider the safety and well-being of staff and volunteers as well as the government guidance. As with any job, it is the volunteer who has the final say on whether they complete a job or not and, for very good reasons, several volunteers, for their health and their family's health, decided to pause their volunteering efforts until more was known about the virus and the situation improved.

Fortunately, fewer of our traditional small repair jobs were requested in appreciation of the situation. At the same time, our Help-at-Home service saw an increase in requests; mainly to deliver shopping. A small core of volunteers met these needs and we are especially grateful to them for the tasks they completed week in, week out throughout the pandemic.

The Toenail Service had to be suspended with 2 main consequences: a dramatic drop in income and the furloughing of all staff except Malcolm, the manager, and Fraser, the volunteer coordinator. This situation continued until late summer when the government guidance for this area allowed for services to resume. However, we were far from being back to normal and staff remained on part furlough, as they do today. The Boxing Day lockdown created a further pause in the Toenail Service for about 3 weeks and small repair jobs had to go back to 'essential only'.

Predicting how the virus will affect us in the future is notoriously difficult but we anticipate the situation will gradually improve as more of our clients and volunteers get vaccinated, summer arrives, and we return to area based, targeted guidance measures.

Volunteers

As alluded to above, many of our volunteers paused their contribution early in the pandemic but as some semblance of normality resumes, volunteers will again become the cornerstone of our activities. We anticipate that some may decide that events have created a natural point for them to withdraw their services. We hope not, but if this is the choice they make then we wish them well and thank them sincerely for their contribution over the years. Of course, there are ways to stay in touch, such as serving on the Board! If this appeals, please get in touch.

Not only do we hope that volunteers will become more active again as confidence returns and demand increases, we also hope to recruit new volunteers. If you know anyone, sons, daughters,



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neighbours or friends, please encourage them to get in touch; we need them and would love to hear from them.

Finance

We have never been in a position where we don't have to comment about funding. Sadly, despite the proven necessity and value of Moray HandyPerson Services, we continue to live hand-to-mouth, month-by-month.

With the uncertainty caused by the pandemic, we immediately tightened our belts and cancelled planned activities to ensure that the organisation would not only survive the pandemic but be in a position to continue when it was all over.

Discussions on funding from Moray Council for this financial year were in hand when the lockdown was announced. We were still dealing with unpaid invoices as we went into negotiations for the coming financial year (FY). A budget for FY 21/22 has been submitted but, whilst useful for our internal management, it is largely ignored when it comes to deciding the level of funds we will be awarded. However, we are grateful for the money we do get and for a 2.2% increase on last year. The first increase since FY 16/17.

Even with the increase, Council funding amounts to only 32% of what is needed to run the organisation in the way we would like and falls well short of the value we provide to the community. Until that changes, we ask everyone to support the staff and Board in their endeavours to tackle this challenge.

Summary

Furlough pay, grants and good housekeeping mean that at the present time, as long as the pandemic situation doesn't markedly deteriorate, with a few more volunteers, Moray HandyPerson Services is in a good position to continue providing services and to support vulnerable people in our community over the coming year.

We conclude by thanking the Board, staff and volunteers for all their support over the past, difficult year and for their support in the coming year.

Moray HandyPerson Services