

**Minutes of meeting of Annual General Meeting of the South West Surrey
Association for Mental Health Limited held at the Canterbury Care Centre, 23
Waterden Road, Guildford on Monday 9th November 2015 at 1.30 pm**

1. Chair's welcome

The Chairman, Tom Feury, welcomed everyone to the 34th AGM of SWSAMH Ltd. He informed attendees that he will step down as Chairman, after eleven years, and Colin Griffin will take over this role. TF explained that the agenda for this year's AGM would be unconventional, as there was no outside speaker, so he would be giving a Chairman's report, and then a talk on highlights and key events of the Canterbury Care Centre (CCC) during the years he has been involved.

2. Apologies for absence

William Alcock, Veronica Melbourne, Dr Ian Cunliffe, Pauline Searle, Geoff Snelling.

3. Minutes of the previous AGM and matters arising

The minutes of the AGM of 10th November 2014 were approved and signed.

Michele Gibbs

TF stated that he was delighted that Michele was now back to full health and had come to the AGM.

Pauline Searle

TF reported that Pauline Searle has resigned from the Executive Committee, due to work and family commitments. Marion Thompson will write to Pauline to thank her for all her past contribution to the Committee.

4. Chairman's report – TF

Chairman Tom Feury said he would like to reflect back on the past year and acknowledge his thanks to all who contribute to the successful running of the CCC.

TF first thanked the agencies that provide funding, both statutory and voluntary. He stated that Guildford Borough Council (GBC) have been particularly helpful to the CCC in the past and he would like to send them a letter to express thanks to them. He added that payment of the rent and various other outgoings would not have been possible without the financial support of GBC.

Next TF thanked Christ Church for all their support and the use of their premises. He explained that 33 years ago a visionary vicar at Christ Church agreed to SWSAMH using the Christ Church premises to open up a facility for people who had been discharged from Brookwood Hospital. TF added that the relationship between the CCC and Christ Church has always been good and supportive and he would like to thank the Church for standing by the CCC in both good and bad times over the years.

TF then thanked the Executive Committee and pointed out that people on the Committee give of their time voluntarily to ensure the service of the CCC is upheld. TF also thanked Paula Bell, who has been Centre Co-ordinator for 1½ years, and Katherine

Wilson-Zealey, who became Assistant Centre Co-ordinator in April 2015. TF added that the Centre Co-ordinators keep the CCC running each week and ensure the service to members happens.

Finally TF thanked all the members for coming to the Centre. He mentioned that he saw a bus with a sign on it saying "This bus belongs to everybody"; similarly the CCC belongs to all the members, and he hopes that they leave there happier and more content.

5. Canterbury Centre report – PB

Paula Bell reported that it had been a good year at the CCC. The decline in numbers she reported last year has now reversed and there are now an average of 24 people on Mondays, compared with 19 the previous year; 11 on Thursdays, compared with 9 the previous year; and 13 on Fridays, compared with 11 the previous year. There is now a website and a Facebook page, which are both kept up to date on a weekly basis and PB thanked George (Katherine's son) for his IT help for this.

Earlier in 2015 a new form was produced for members to fill in, so there is now up-to-date contact information, including a record of what members hope to gain by coming to the Centre. This is being revisited every six months to obtain feedback on what the Centre offers members.

In July the Committee updated and finalised a set of policies for how the Centre is run and these are available for inspection if anyone wishes to read them.

Three events that took place during the year were a picnic and barbecue in July and a seaside trip in September, and the weather was fine for all three occasions.

Some new activities have been introduced – a food activity once a month (cake making, cake icing, fruit salad, pizza topping, etc.) and a "cultural awareness" morning once a month, which looks at the food, language and culture of different countries. Other activities that take place at the Centre include musical mornings, a poetry morning, a weekly head and shoulder massage and the art group. There is now a display board in the main meeting room where a selection of art work can be seen and PB thanked Christ Church for allowing the CCC to use this board.

Last year the CCC were the chosen charity for the Guildford Chamber Choir at their concert in October 2014, and this year the Laudamus Chamber choir in Ockham chose CCC for their choral concert, which was due to take place on Sunday 15th November 2015.

The Mayor of Guildford had been unable to attend the AGM, but she asked to visit the Centre, and came two weeks' previously.

PB then thanked everyone who were involved with supporting the CCC, particularly the team of volunteers, who give their time willingly to help at the Centre. PB also thanked Colin for agreeing to be Chairman, and Katherine for taking up the role of Assistant Co-ordinator in April and helping her to manage the Centre. Finally PB thanked TF for all he had done during his time as Chairman over the past 11 years.

Tamsy Baker gave a short tribute to TF for his career in mental health, his care and warmth, and thanked him for his amazing commitment and hard work as Chairman. She

then presented him with a gift on behalf of everyone at the Canterbury Care Centre - members, staff, volunteers and trustees.

6. Treasurer's report – NC

NC stated that this was his third Treasurer's report and that the financial position of the CCC was now much better than previously. He then reported on the accounts to 31st March 2015.

The overall grants had increased from £23,900 last year to £28,800 this year, which was an increase of £4,900. The grant from Waverley Borough Council was £2,246 (this year only) and the Guildford Borough Council grant increased from £15,750 to £18,469. Guildford Poyle Charities awarded £5,000 to fund an Assistant Co-ordinator's post; this was initially filled by Suzanne and now Katherine is in this post. Poyle have confirmed that they will fund this post for two further years. The income from lunches was £3,100, which was a little less than the previous year. Total income was £38,000, which was an increase of £5,600 over 2013.

The total expenditure for the year was £31,000, an increase of £1,000 over the previous year. NC explained that the increase was due to the filling of the Assistant Co-ordinator's post part way through the financial year; apart from this the other costs for the CCC were broadly the same as 2013.

There was an overall small surplus of £7,000 for the year, compare with a surplus of £2,300 the previous year. The cash position showed a balance of £13,400 at the end of March 2015, which is a significant increase over the balance for March 2013, which was £5,000. NC summed up his report by stating that it had been a good year financially and the CCC now had a healthy cash balance.

7. History of the Canterbury Care Centre – TF

TF gave a brief history of the Canterbury Care Centre in relation to changes in the provision of local mental health care. He explained that the idea of the CCC was first conceived when Brookwood Hospital was closing down 34 years ago. There were three defined areas for patients at Brookwood; Guildford and Waverley, Woking and Rushmoor. When the hospital was closing the health authorities did not prepare adequately for patients who went back to their local communities. In Guildford and Waverley the ex-patients were housed in hostels, flats and houses, but they were often lonely and had nothing to do, which exacerbated their mental health problems. Some visionary people who were concerned about this applied to Christ Church and the Church agreed that a drop-in could be held in the church premises. The drop-in centre was then set-up and provided a place for people to go on Mondays, where they were served refreshments and could meet and talk to people. TF pointed out that he, Michele Gibbs and Susan Campbell were there at the beginning when the drop-in was first established. TF said that as time progressed the drop-in opened on Thursdays and Fridays and funding was secured which enabled transport to be provided for people. Therapies such as art and music were also provided, and the CCC helped to improve the lives of people with long-term mental health problems.

TF went on to say that the CCC was set up at a time when the mental health services provided more in-patient care, and was just moving to the concept of care in the community. He stated that we are now in a different era and that the Department of Health place much more emphasis on keeping psychiatric patients out of hospital.

Although there is a new psychiatric unit at Farnham Road Hospital, other local psychiatric units are closing, and overall there will be fewer beds for psychiatric patients in the Guildford and Waverley area.

TF stressed that we need to adapt to these changes in the provision of mental health care. The people who come to the CCC will have different needs to the long-term patients who were discharged from Brookwood, who first came to the Centre. However TF said he was confident that the funding providers will continue to fund the CCC, as they are receiving a very good service at a fraction of the price of keeping people in psychiatric hospitals.

8. Election of Officers for the coming year

The following Officers/Directors were re-elected:

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| Colin Griffin | - | Hon Chairman |
| Neil Chambers | - | Hon Treasurer |
| Dr. Syed Mohammed Nawab Zaidi | - | Medical Adviser/Director |
| Tamsy Baker | - | Director |
| Dr. Ian Cunliffe | - | Director |
| Tom Feury | - | Director |
| Linda Blake-James | - | Director |

9. Election of Executive Committee

The Executive Committee was re-elected as follows:

Paula Bell (Coordinator), Margaret Harms (on behalf of members).

10. Any other business

Guildford Borough Council/Surrey County Council representative

TB asked whether Guildford Borough Council could nominate someone else as a representative of the Borough and County Council to be a Trustee for the Canterbury Care Centre. CG said he would write to GBC to ask if this was possible.

Ideas for activities

CG thanked the Committee for appointing him as Chair and said he had enjoyed being at the CCC for the past 9 months. He asked members if they could let staff and volunteers at CCC know if they had any ideas for new activities they would like to be started up at the Centre.

Thanks to Christ Church

CG stated that he would like to endorse the thanks that had already been expressed at the meeting for all Christ Church's support for the CCC. TF added that Margaret in the office has been very supportive.