



**Centre for Deaf and  
Hard of Hearing People**

## **Minutes of AGM**

**Date:** Wednesday 25<sup>th</sup> October 2023

**Time:** 18:30 – 20:30

**Venue:** Burges Salmon, One Glass Wharf, Bristol, BS2 0ZX

**Interpreters:** Paul Mancini, Jackie Griffiths, Moira Higgins

**Live Captioners:** Karen Pritchard and Susanne Willdig

**Present:** Trustees: Claire Wickham and Gill Behenna.  
Approximately 36 Deaf and hard of hearing people attended.

### **1. Official opening of AGM: Welcome and apologies**

- 1.1 Justin Smith opened the AGM and welcomed guests.
- 1.2 Apologies received from: Ruth Pickersgill.
- 1.3 CfD does not have an official membership. The old Centre for Deaf was a membership organisation. The new charity (CfD) was set up in 2018. We do not yet have members. We are working on a membership scheme.
- 1.4 For tonight, everyone present is a member. We have recorded who has attended. As over 15 people have attended the CfD AGM, we are quorate.

### **2. Approval of minutes taken: 24<sup>th</sup> August 2022**

- 2.1 The minutes from the 2020 – 2021 AGM have been approved and accepted by the trustees.

### **3. 2021 – 2022**

#### **Chair's report**

- 3.1 Justin Smith presented the 2021 – 2022 Board Report.
- 3.2 No questions were raised from the attendees.

#### **Annual accounts**

- 3.3 Justin Smith presented the 2021 – 2022 Annual Accounts.
- 3.4 The 2021 – 2022 Board Report and Annual Accounts are available on the CfD website if anyone wishes to view them.
- 3.5 QUESTION: What is the difference between restricted and unrestricted funds and the difference between the chart?

ANSWER: Restricted funds are monies allocated to a specific project. The money cannot be used for any other purpose. Unrestricted funds are money which CfD receives, usually from fundraising or legacies, that can be spent on anything. 2020 – 2021 is on the left and 2021 -2022 (the year this AGM is for) is on the right, 2020 – 2021 is included for a comparison.

3.6 QUESTION: Has the Community Development Project lost time due to a Community Development Officer not being appointed when the funding was received?

ANSWER: The Community Development Project is a 4-year project, and the funding started in October 2021. At the time CfD did not have a Community Development Officer and had to recruit. The first year of the project was for development and research. Year 2, 3 and 4 are for activities.

#### **4. Official close of business**

4.1 Justin Smith announced that the official AGM has closed.

#### **5. Speaker: Justin Smith, Chief Executive Officer - “CfD Review and future plans”**

5.1 Justin Smith presented “CfD review and future plans”.

5.2 QUESTION: Does the Feeding Bristol project include free food?

ANSWER: No, the Feeding Bristol project will be education on how to cook and choose healthy food.

5.3 QUESTION: In relation to the Operations Manager role, do you have any ideas as to why you have not been successful in finding someone to fill the position? Is there anything that the Deaf and hard of hearing community can do to help?

ANSWER: Originally the role was advertised as an Equipment Service Manager position and was a part time role and CfD did not receive any applications. The role was the advertised again as a full-time position which included the Equipment Service Manager role for 20 hours a week and the remaining time working for the Centre. CfD is interested in a wide range of applicants and welcomes applications from anyone who may be interested. Please can all people here tonight share the information around your networks and send it to anyone who you think would be suitable. All the job information is on the CfD website.

5.4 QUESTION: Will CfD be expanding their services to Bath and North East Somerset?

ANSWER: CfD services are open to everyone no matter where they live. The only exception to this is the Equipment Service as it is funded by Bristol City Council. People from other areas are welcome to use the Equipment Service but they will have to pay for equipment.

5.5 QUESTION: Could a volunteer group be set up to take on some of the workload that CfD has?

ANSWER: CfD would love to grow their volunteers, and this will be one of Mark’s projects.

5.6 QUESTION: How many staff does CfD have? Could Deaf and hard of hearing people get involved with the Equipment Service or DIY?

ANSWER: CfD currently has 6 members of staff. One of Mark's projects will be expanding the CfD volunteers. If you have a specific skill that you want to share with others, then please speak to Mark as you might be able to get some funding from CfD's Small Community Grants scheme.

## **6. Speaker: Mark Gill, Community Development Officer – “Deaf People Together: In charge of our own futures”, Bristol Impact Fund Project**

6.1 Mark Gill presented “Deaf People Together: In charge of our own futures”, the Bristol Impact Fund Project.

6.2 QUESTION: What is Mark's job role?

ANSWER: Mark's role is to work with other organisations to help them create better services for people who live in those areas such as ensuring they have loop systems and council buildings are accessible. Mark can help the Deaf and hard of hearing community with a range of issues by signposting to the correct organisation.

Note: Trustee Comment.

This is not a description of the most important part of Mark's work. Mark's role is to support Deaf and hard of hearing people to self-organise and create change themselves. Mark will support groups of deaf people. If a service is not accessible, Mark can support deaf people to make it more accessible. But his Main work will be supporting deaf people to get together and organise themselves. This is called “Community Development.”

## **7. “CfD's Small Community Grants”**

7.1 Mark Gill presented “CfD's Small Community Grants”.

7.2 Hilary and Jemima from the Deaf sewing group shared their experience of the CfD Small Community Grants. Hilary and Jemima set up their sewing group by going to each other's houses. A lot of people expressed interest in joining and they soon became pressed for space. The CfD Small Community Grant has allowed them to hire a hall which has expanded their sewing group. The Grant also pays for BSL interpreters so they can have speakers and trainers to come in to help them develop their skills. They are also able to use the money to attend workshops and hire minibuses to attend events. Mark helped with the application process and Hilary and Jemima expressed their thanks to Mark for his support.

7.3 If anyone has any questions about the CfD Small Community Grants please contact Mark Gill.

## **8. “Becoming a CfD Trustee”**

8.1 Justin Smith presented “Becoming a CfD Trustee”.

8.2 Deaf and hard of hearing people can get involved by:

- Sharing the job advert for the Operations Manager
- Becoming a CfD trustee
- Attending the Deaf or hard of hearing advisory groups
- Applying for a CfD Small Community Grant

- Fundraising
- Participating in activities and events that CfD puts on
- Becoming a CfD volunteer
- Reaching out to others, especially those who may be isolated or do not know about CfD. Let them know that CfD is here and how to contact us

8.3 Justin Smith explained that there were lots of leaflets and the attendees were encouraged to have a look and take some that may interest them.

8.4 Being a CfD trustee involves attending regular board meetings. Trustees are responsible for running of the charity and making decisions. Please contact Justin Smith with any questions about becoming a CfD trustee. If enough people are interested, we can hold an information session about becoming a trustee.

The meeting ended at 21:00