

DEVON AND CORNWALL CONSTABULARY**WIDOWS', ORPHANS' AND COMPASSIONATE FUND**

MINUTES of fiftieth Annual General Meeting held in the Helford Suite, Middlemoor HQ, Exeter, on Monday 2nd July 2018 at 12.35hrs

1 PRESENT

President:

Chairman: Nigel Rabbitts

Secretary: David James

Superintendents:

Inspectors:

Sergeants: Pennie Channing

Constables: Jason Howard, Jenny Tucker, Martin Beck and Natasha Hill

N.A.R.P.O.: Vince Bedford and Spencer Pritchard.

Co-opted Pam Giles, and Michele Wilson

Force Chaplain Sarah Jeffrey

Accountant David Wortham

In Attendance:

Treasurer/Administrator Sara Westcott

2 APOLOGIES

Apologies for absence were received from:-

The Chief Constable, Rachel Manifold, Paul Manifold, ken Lamont and Tony Dark.

3 NOTICE OF MEETING:

The Chairman read a Notice convening the Meeting and confirmed that pensioner members had been notified of the date and venue of the meeting.

4 MINUTES – ANNUAL GENERAL MEETING

RESOLVED: That the minutes of the Fiftieth Annual General Meeting held on Monday 18th July 2017 having been circulated, be taken as read, approved and signed.

Voting: Unanimous

5 2017 ANNUAL REPORT OF TRUSTEES AND ANNUAL ACCOUNTS

This is my second report to the Annual General Meeting as Fund Treasurer.

During 2017 the income of the Fund was £906,274 made up of donations, legacies and investment income, of which £750, 00 has been realized from the Legacy of the late Miss Pugsley.

Historically the Fund focused on working towards ensuring that yearly income exceeded yearly expenditure.

However following the 2015 audit of the Fund the advice of the auditor is that consideration be given to increase the value of grants and that more consideration be given to achieve the public benefit for the charity as required by the Charity Commission.

I have continued to focus on identifying members in need and supporting them to make applications to the Fund for assistance, therefore during 2016 & 2017 there was significant growth in the number and value of Grants awarded to our members.

As a direct result of this advice, expenditure on charitable activities has increased year on year as follows:

£195,585 [2015]

£ 225,039[2016] [+ £29,454]

£331,734 [2017] [+ £106,695]

During 2017 £303,483* was paid in grants to members and dependents of the Fund. This was made up of:

£136,005 in lump sum grants, [up £22,005 since 2016]

£105,860 paid in special grants and [up £64,974 since 2016]

£61,618 in dependent children grants. [Up £13,252 since 2016]

[*audited accounts with seasonal adjustments made].

The application process now includes a more robust breakdown of financial information, therefore ensuring the Fund meets its responsibility to establish 'Financial need' when considering each application in accordance with the Charity Commission rules.

As at 31 December 2017 the Fund's investment portfolio was valued at £4,857,359, a dramatic increase of £324,690 from 2016. The income generated from the investment portfolio was £165,683; an increase of £1,015 on the previous year. The short term effects of BREXIT on the investment portfolio have been dramatic, but a more cautious path is now being undertaken by Brewin and Dolphin as we enter more uncertain investment markets and it is predicted that in 2018 this trend cannot be sustained in Global stock markets.

As at 31 December 2017 the audited value of unrestricted funds amounted to

£5,971,150 giving a net gain of £965,143 since 2016. This includes the Funds investment portfolio, cash deposits, and cash held at the bank and interim payments the legacy from the late Miss Pugsley. The sale of the Raleigh Park site was achieved, and the sale of Northfield Lane is due to be completed in 2018.

In-Force Fund raising and individual donations for 2017 came to £7,167. The Fund is very grateful for all those who do support the Fund in their activities, in particular the various branches of N.A.R.P.O, The Emergency Services Christmas service held at Exeter Cathedral, Officers and staff who gave their time to outside charitable events and donations received from retiring collections in memory of our members who passed away.

We are extremely grateful to everyone who Sponsored Ken Lamont who trained and achieved the completion of the London Marathon in 2017. His endeavors raised in excess of £3800.

I have focused on increasing membership, raising the profile of the Fund and modernizing our administrative procedures. Proactive steps have now been taken to upgrade the existing Information Technology systems and data security in accordance with the new GDPR legislation.

In particular, the introduction of the ACCESS THANKQ membership database will dramatically improve record keeping, management of our Membership data and donations. Grant applications, HMRC Gift Aid returns and statistical analysis when this system goes live in 2018.

In 2017 I recommended the Charity consider the unforeseen disadvantages of offering free membership to our members reaching 70 years of age. GDPR legislation now makes it impossible to obtain information from the Pension providers on ‘free’ members. This presents difficulties in identifying new widows [ers] and in turn informing them of their entitlement to apply for the Lump sum grant of £6000.

After consultation with the Trustees and NARPO, it is proposed that this rule is abolished at the 2018 AGM. All members can then be tracked and traced via their regular monthly donations from Salary or Pension. ACCESS will then identify if these payments stop unexpectedly, thus triggering the necessary enquiries.

Fund membership remains an issue and since recruitment to the Force was recommenced in 2013, the number of recruits joining the Fund remained very low. This was despite the fact that all probationers are offered non-donation membership of the Fund for the first two years of service. Uptake of the Anniversary year offer has been patchy.

I am grateful to the Force Chaplain for allowing me to attend and speak to all new recruits during their first week of training at HQ. This approach, combined with the presentation of the new promotional DVD has resulted in a consistent membership take up exceeding 99% in this category at these events. This is in comparison to a

take up of less than 5% when the Federation was delivering the information on behalf of the Charity.

These reforms are designed to reverse the long term decline in recruiting and retaining from our existing membership group and raise a more positive profile for the Fund.

The Development Team was tasked with reforming the existing Fund rules. The proposed changes will continue to protect the interests of existing Fund members whilst allowing the Fund to increase membership categories in a controlled manner. This will allow the Fund to develop opportunities to ‘widen the public benefit’. This important work is currently being reviewed by a Solicitor, David Wortham and the Trustees with a view to bringing in the reforms during 2019, subject to an Actuarial report and approval of our existing members. An Extra- ordinary General Meeting will be called in due course to deal with the recommendations.

The Fund continues to be one of the most successful police funds of any police force in England and Wales and probably the oldest having its origins in the Plymouth City Police Benevolent Fund which set up in 1917, closely followed by the Cornwall Constabulary Widows’, Orphans’ and Provident Fund in 1924.

The Trustees of the Fund manage the Fund in an efficient and professional manner as proven by the balance sheet and 2017 Annual Report of the Fund. Fund members can be safe in the knowledge that the Fund is fit for purpose and financially robust to be able to assist its members and dependants in time of financial need as and when the occasion arises for the foreseeable future.

The Funds accounts have been professionally audited and the Annual Return will be made to the Charity Commission. The Fund Accountants are: David Wortham and Charlotte Gibbs of Wortham Jaques and this year the Auditor was Mr Adrian Hills of Kirk Hills.

The Investment Managers: Paul Cattermull and James Hayley-Bell of Brewin Dolphin Ltd continue to provide sound professional advice and assistance for which the Fund should be grateful and our thanks is extended to each of them.

I recommend you receive, approve and adopt the Annual Report of the Trustees and Fund Accounts for 2017.

Sara Westcott
Fund Treasurer and Administrator
2nd July 2018

RESOLVED: that the 2017 Accounts and Report of the Trustees be received, approved and adopted.

Voting: Unanimous

6 GRANTS

The Chairman said that the following resolutions had been made as they affected grants paid to widows and orphans. These resolutions were noted by the meeting as follows:

(a) On review that a lump sum payment of £6,000 be made to all those widowed (Including surviving partners as defined and same sex partners) during 2017, where there is a financial need. Widows/partners in residential care are not eligible.

(b) On review that an annual grant of £2,100 be made to all eligible dependant children where there is a financial need.

(c) On review, the Monthly donation paid by members to be £3.30

6 Vote to abolish the Fund Rule 11 (a) (1)

The Charity have consulted with NARPO with a view to abolishing Rule 11 (a) (1), namely free membership to members reaching 70 years of Age. This proposal has been made in consultation with NARPO and takes into account new data protection legislation in respect of GDPR – May 2018. Details have been, and are available from the Fund Administrator.

RESOLVED: that Rule 11 (a) (1) be abolished as of the 2nd of July 2018.

Voting: Unanimous

7 Vote to change the legal structure of the Fund to a ‘Charitable Incorporated Organisation’.

The Charity have consulted with NARPO and taken legal advice from our Solicitor, Rebians, and from our Accountant, Mr David Wortham. Due to the restructuring of the Constabulary boundaries and the new legal structures now open to the Charity and approved by the Charity Commission, it was proposed that the Fund legal structure is changed to a C.I.O with a view of starting up this entity on the 1st of January 2019. The Trustees have been working on new rules, which are currently being reviewed and updated by our Solicitor. These will be made available to Members for consultation, prior to recommendations being made to adopt the new rules at an Extra ordinary General Meeting; date to be confirmed.

RESOLVED: that the Charity will become a ‘Charitable Incorporated Organisation’, with a proposed go live date of the 1st of January 2019.

Voting: Unanimous

There being no other business, the Chairman declared the meeting closed at 12.55 Hrs

Date _____ Chairman _____

July 2, 2018

[OFFICIAL - PUBLIC DOCUMENT]
