

**PULBOROUGH & DISTRICT COMMUNITY  
CARE ASSOCIATION**  
Registered Charity No. 292359

**ANNUAL REPORT**  
**January to December 2018**



**Providing Services & Activities for People  
Living in Pulborough & the Surrounding  
Villages**

**Honorary President: Jean Seagrim MBE**



## **Chairman's Annual Report for 2018**

This year has seen our services go from strength to strength, as the changes which had to be put in place last year have bedded down, and new ones take place. Elsewhere in the Annual Report can be seen the separate reports from schemes, but I want to highlight some of the main developments.

The Community Transport scheme was taken on by Christine Lindsay as from January, after a long stint by Mike Clenshaw, and has been doing very well, including new and simpler technological support. The number of health-related transport journeys has continued at their previous high number, and Christine is now working on recruiting more volunteers to add social journeys as well. I also want to mention the contribution of David Croxson, who looks after our Blue Angel adapted vehicle. It was off the road for a time during the year after an accident (not our fault!) and David managed the repairs and the replacement arrangements with his usual quiet efficiency.

The other big handover during the year was of the Lunch Club, where Louise Kaiser took on the lead, whilst continuing in the Kaiser family tradition. It too has really flourished, and Louise has remarkably managed to recruit new and more volunteers, which nowadays is never an easy task.

This year too we had a new clinician running our Toe Nail Cutting service, James Barber. We are pleased to say that this valued service is doing really well, and James is also making some home visits, which is a real help for those who cannot get out.

There are still some more hand overs to sort out, and so this is a plea to anyone reading this to help! The Volunteer Visiting Scheme, which was well regarded and needed, still requires a lead, after Jane Allison and Wendy Roberts stepped down after ten years. The other has been the Good Neighbours Scheme, which was just starting out when Peter Jones who began it moved away from the

village. We have had various discussions with people, and for the moment at least it has been taken under the wing of the Pulborough Community Wardens. This gives me the opportunity to say how much we value their role in supporting the life of the village. As always, we have enjoyed the support of Pulborough Parish Council. This year too has seen the support from other Councils helpfully develop. Michelle Martin from the County Council has put a good deal of effort into supporting Good Neighbours Schemes generally, and also worked with us. And Horsham District Council, through the lead of Liz Burt, have convened work across the local voluntary sector, to co-ordinate our efforts, and in particular to focus on the difficult task of recruiting volunteers. They have held up Louise Kaiser's achievement as a beacon!!

We are pleased also to see that the Pulborough Medical Group, whose excellent services we see ourselves as supporting, has appointed Freddie Jones as their Social Prescribing lead. Social Prescribing is now being strongly supported nationally by the Department of Health, and as an evolution of what has long been done by us and others as social support for individuals who need extra help, is helpful, and of course any resources are always welcome. Co-ordination of community efforts are a theme we have strongly advocated (not least by our President, Jean Seagrim), and so it is good to be able to welcome Freddie's arrival. He has already made a number of referrals to our schemes, and it is hoped that his efforts and those of Liz Burt will strengthen local community co-ordination.

The big change we have been having to plan for this year has been the handover of the Hon Secretary's role. Sheila Moore has put in really sterling effort in keeping us on track and well organised, and it shows in the results. She has for some time signalled her intention to stand down, and we are now at last really pleased to have been able to recruit her successor: Hannah-Louise O'Callaghan, who officially takes over on 1<sup>st</sup> May .....welcome!

We have also said farewell to some of our stalwart Committee Members who have had to stand down during the year: Philip Migdale who was our Treasurer and Stuart Henderson, who was for many years our link with Pulborough Medical Group. Helen Arbeid has also decided to stand down from running the Sight Problems Group and also as a Committee Member.

We could not have been able to continue our work without the much - appreciated donations from local individuals and businesses. The Treasurer's report says more of this, but I wanted to highlight how much we valued a legacy from Maggie Downes, via her husband, which we will be able to put towards the community support she wanted to see. We have also had other individual donations, and from community businesses: including from Pulborough Medical Group, and part of the proceeds of the Duck Race....all very local! We look forward to the coming year, and continuing to play a part in helping to make Pulborough, West Chiltington and the neighbouring district a good place to live.

**John Dixon**  
**Chairman**

## **Trustees Report 2018**

The Association is governed by its Constitution which was adopted on 22<sup>nd</sup> July 1985 and amended on 7<sup>th</sup> October 1991, 31<sup>st</sup> March 2003, 13<sup>th</sup> March 2013 and latterly on 23<sup>rd</sup> March 2015.

Our objects are:

- a) To promote the benefit of the elderly inhabitants of the area of benefit in any manner which is now or hereafter may be deemed to be charitable in law, and
- b) To relieve persons resident in the area of benefit who are in conditions of need, hardship or distress and to coordinate similar work undertaken in the said area by other voluntary organisations.

Trustees are appointed by the Committee and hold office for life or until discharged at their own request or by the Committee by resolution. We now also have an honorary President, Jean Seagrim, who was also our co-founder & was appointed in March 2017. Our activities during the year are reported on by their organisers elsewhere in this report.

Much of our funding is from local authorities, but we have funding from generous local organisations and from individuals who support what we do. We maintain a prudent level of reserves, given the current difficult economic climate and the uncertainty of a revenue stream.

During the year we have recruited no additional Trustees, and have received resignations from Philip Migdale and also Helen Arbeid. That reduces the number of Trustees to three, and we have decided to recruit at least one additional Trustee to stand at the AGM. I am pleased to say that Mike Clenshaw, who has been a stalwart of the Association in other roles for many years, has agreed to stand.

**John Dixon**  
**February 2019**

### **Wednesday Afternoon Club**

**Venue: The Arun Hall, Pulborough Village Hall**

**Contacts: Rosemary Russell 01798 873174**

**Liz Sollom 01798 812573**

**Gerald Batt 01798 872388**

We have just over forty members, a friendly group of over 50s who meet in Pulborough Social Centre each Wednesday afternoon from 2 – 4pm to enjoy Scrabble, Rummikub, Cribbage, Short-Mat Bowls (with Indoor Kurling occasionally), or just to enjoy a chat with friends. Refreshments are served during the afternoon.

We mark members' birthdays with a gift and card from the Club and we have been very grateful for donations of delicious cakes for 'special' birthdays which included one member's 80th and two 90th birthdays. On 19th September Jen's family brought a beautifully decorated cake and pink champagne to celebrate Jen's 100<sup>th</sup> Birthday!



The wonderful afternoon coincidentally included a visit from HDC's Virtual Reality facility and Jen was first in the queue to be amazed as she was 'transported' under the sea with brightly coloured fish flashing by.

Other highlights of the year have included three very successful raffles for Club funds; a Roadmark Mystery Trip through East Sussex arranged by Gerald and partly funded by a generous donation; we marked the Royal Wedding with red, white and blue decorated cakes for tea, wore corsages of lily of the valley and white carnations and tested our brains with a Royal Couples quiz; we were able to fill and send more than twenty Christmas shoeboxes to Link to Hope from everyone's contributions and PCSO Moorey gave us two presentations on avoiding 'scams'. The 'Ladies That Boogie' sang a sparkling repertoire at our Christmas Party and our members enjoyed chatting to those of the choir who were able to stay for the fabulous tea. The year ended with Kurling, board games, a light tea and a visit from Father Christmas.

We were saddened to lose some friends during the year but have welcomed several new faces. The club continues to be much loved by its members and we are all truly grateful to those who have given donations during the year, to our committed and loyal helpers and the minibus drivers and escorts. Together with our members we look forward to another happy, enjoyable and successful year in 2019.

## **The Wednesday Club Team**

### **Sight Problems Group**

**Venue: Nightingales, Green Meadows, Rivermead,  
RH20 2GG (with thanks to Saxon Weald)**

**Contact: Helen Arbeid 01798 813176**

Despite an extensive publicity campaign numbers dwindled over the year. Whilst the small group continues, discussion is now taking place about joining up with another local group and further details will be reported as and when known.

### **Helen Arbeid**

## Tai Chi

**Venue:** United Reformed Church, Pulborough

**Contact:** Michelle Clifford 01798 872910  
e-mail [Killybegs9@gmail.com](mailto:Killybegs9@gmail.com)



Tai chi has grown again in popularity over the last year and we now have around 45 people attending the four classes in the United Reformed Church hall.

Referrals do come in occasionally via GP and physiotherapists, primarily to help with balance and posture issues and as a way of preventing falls in later years. Others come in response to seeing posters, the screen in the surgery or through Sussex Local listing. We also had an influx of new people join after they had seen a television programme that proved that tai chi was as effective as other more energetic forms of exercise!



*Tai Chi at the URC*

Typically, some people do attend regularly, especially when they begin to see the benefits. Others find it is not for them and decide not to pursue tai chi as a form of exercise.

The costs of sessions remain at £5.00 and we cover all costs involved with the hire of the hall and the instructor. We currently have a waiting list for Monday classes which are running at full capacity and only a few places remaining in the Friday class.

Our thanks go to the United Reformed Church who clear all the chairs in readiness for our classes and who always make us feel welcome.

**Michelle Clifford**

### **Toe Nail Cutting**

**Venue: Meadows Room, Pulborough Village Hall**

**Contacts: Jean Seagrim 01798 872540**

**Christine Wells 01798 875291**



*James Barber busy at work in the Village Hall*

James Barber seems to have settled into the two rotas of 6 weekly clinics. We have eliminated the waiting list and have around 50 clients.

James sometimes picks up new clients who have memory loss or transport difficulties & visits them at home for a modest charge. I do the rotas and admin and Christine, Zoe and I act as receptionists.

## **Jean Seagrim**

### **First Tuesday Club**

**Venue: Meadows Room, Pulborough Village Hall**

**Contacts: Jean Seagrim 01798 872540**

**Janice Anstey 01798 874523 (Falls Prevention)**

**Gina Spain 01798 872497 (Knitting Group)**

We meet from 11.00 to 12.45 on the first Tuesday of the month. We serve refreshments and have recycled cards, a tombola and sales table.



*Falls Prevention Group*

The knitting group, under the efficient guidance of Gina, make beautifully knitted garments for premature babies and jerseys for Africa.

The Falls Prevention Group meets in the other corner under the inspirational instruction of Janice and some participants are so enthused that they take equipment home to practice.

## **Jean Seagrim**

### **Pulborough Lunch Club**

**Venue: The Arun Hall, Pulborough Village Hall**

**Contact: Louise Kaiser: 01798 831829**

2018 has been my first full year of running the Pulborough Lunch Club and I have been pleased with the support and commitment I have received from many sources.

In July, after 17 years of washing up at Lunch Club, we said goodbye to Jill Jones, who moved from the village. During the year we had a recruitment drive for volunteers and received a very positive response, now having sufficient helpers for all aspects of the Lunch Club; washers up, helpers and pudding makers. In the autumn we did a recruitment drive for more members and once again we were pleased with response. Our Christmas Lunch Club saw 70+ people enjoy a complimentary festive meal, a memorable occasion!

Special thanks go to the Community Minibus drivers and escorts who bring members to the club and during the year we were pleased when the Storrington Community bus joined the transport rota.

Sadly, during the year two members died and a few others can no longer join us. They will always be missed as everyone brings a 'special something' with them to Lunch Club. During the year we

celebrated a number of 'big' birthdays including one 100<sup>th</sup>! On these occasion wine flows and we endeavour to have a cooked meal as well. The weekly home-made soups are well received as are the delicious home-made puddings.



*A Celebration lunch at Lunch Club*

Thanks to donations from The Pulborough Parish Council, The Basil Shippham Trust, The Pentalpha Masonic Lodge, the West Chiltington Village Show and The Storrington and Pulborough Rotary club and together with private gifts we have ended the year in a secure financial position. Again in 2018 the partnership with Tesco and Fareshare has worked very well and this has contributed to our being able to keep the weekly cost to £4.

Special thanks go to René Kaiser who continues to provide the delicious soup, the monthly meals and sorts out the Fareshare food from Tesco into smaller portions for lunch club members to take home.

**Louise Kaiser**

## **Pulborough Community Transport**

**Contact: email [christinelindsay1@talktalk.net](mailto:christinelindsay1@talktalk.net)**

**Phone 07591258409 between 09:00 & 17:00 weekdays**

### KEY POINTS:

- 685 journeys completed in 2018. These were mainly to an array of medical appointments but also to other destinations to meet a specific individual need. This equates to an average of 13 journeys per week.
- Currently there is a team of 29 drivers, four of whom have been trained to drive the Wheelchair Accessible Vehicle (WAV or “Blue Angel”)



*Volunteer Driver Leigh McDonald with Christine Stewart using our Wheelchair Accessible Vehicle (or fondly known as our Blue Angel)*

- Active client list is currently 136
- Web site used (Road XS) is currently performing well and more drivers are logging on to select journeys

- Special thanks to David Croxson, volunteer WAV driver, for looking after the maintenance of the Blue Angel and arranging for sign painting to show new Community Transport telephone number
- Special thanks to Michael Clenshaw for covering for me when I was on holiday in 2018 and also to Carol Pearce for covering for me over the New Year period.

## PLANS FOR 2019:

- To launch a new advertising / recruitment campaign via social media to try to recruit another 5 drivers, making a team of approximately 33 drivers
- Once five have been recruited, to start to offer transport to users of Village social clubs, if required.

**Christine Lindsay**



*Our stand at the Pulborough Harvest Fair 2018*

## **Pulborough & District Community Care Association**

Statement of financial activities for the year ended

31<sup>st</sup> December 2018

	2018	2017
	£	£
<b><u>Incoming resources</u></b>		
Grants		
Pulborough P.C.	2,000	3,200
West Chiltington P.C	500	500
Good Neighbours Scheme	0	200
West Sussex C.C.	2,500	2,500
Donations	16,855	15,193
Tai Chi class fee	7,410	4,779
Toe Nails	0	251
Holidays & outings	420	0
Subscriptions	1,490	1,538
Lunch sales	4,835	4,928
Other sales	322	563
Fares	1,067	1,607
Raffles	225	235
Flag day & other fundraising	139	894
Interest	<u>121</u>	<u>125</u>
Total incoming resources	37,914	36,513
<b><u>Resources expended</u></b>		
Volunteers' expenses	26	155
Dance & Tai Chi instructors' fees	5,355	4,148
Printing, postage & stationary	436	621
Insurances	526	458
Rent	5,831	5,970
Telephone	682	1,021
Salary costs	11,625	12,539
Other expenses	2,530	1,919
Catering supplies	1,685	3,095
Cost of holidays & outings	494	0
Vehicle running costs	1,407	2,318

<i>Continued.....</i>	2018	2017
	£	£
Vehicle depreciation	<u>2,500</u>	<u>2,500</u>
Total resources expended	33,098	34,743
Net incoming resources	4,816	1,770
Total funds brought forward	<u>68,773</u>	<u>67,003</u>
Total funds carried forward	<u>73,589</u>	<u>68,773</u>
 <u>Fixed assets</u>		
Tangible assets (Note 2)		
Cost	12,500	12,500
less depreciation	<u>(11,333)</u>	<u>(8,833)</u>
	1,167	3,667
Current assets		
Debtors (Note 3)	2,052	1,530
Cash at bank and in hand	<u>71,120</u>	<u>65,928</u>
Total current assets	73,171	67,458
Creditors (Note 4)	<u>(749)</u>	<u>(2,352)</u>
Net current assets	<u>72,422</u>	<u>65,106</u>
Total net assets	<u>73,589</u>	<u>68,773</u>
Funds of the Charity	<u>73,589</u>	<u>68,773</u>

## Notes to the financial statements for the year ended 31<sup>st</sup> December 2018

### 1. Accounting policies

- a) These accounts have been prepared in accordance with FRS 102, under the historical cost convention
- b) All funds are unrestricted
- c) All incoming resources are accounted for gross  
Income tax recoverable on Gift Aid Donations is recognised when the income is recognised
- d) Grants are recognised when they are received
- e) Depreciation on the Associations' wheelchair accessible vehicle is provided on a straight-line basis at 20% p.a.

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continued.....

	2018	2017
	£	£
<b>2. Fixed assets</b>		
Wheelchair accessible vehicle		
Cost	12,500	12,500
Aggregate depreciation	<u>11,333</u>	<u>8,833</u>
Net book value	<u>1,167</u>	<u>3,667</u>
<b>3. Debtors</b>		
Income tax recoverable	337	480
Other debtors	<u>1,715</u>	<u>1,050</u>
	2,052	1,530
<b>4. Creditors</b>		
Amounts falling due within 12 months	749	2,352
<b>5. Statement of cash flows for the year ended 31<sup>st</sup> December 2018</b>		
Cash flows from operating activities		
Net cash (used) provided by operating activities	5,191	6,850
Cash as at 1 <sup>st</sup> January 2018	<u>65,928</u>	<u>59,078</u>
Cash as at 31 <sup>st</sup> December 2018	71,120	65,928

Reconciliation of net income to net cash flow from operating activities

Net outgoings for the year (as per the statement of financial activities)	4,816	1,769
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Adjustments for:

Depreciation charges	2,500	2,500
Variation in debtors	(521)	273
Variation in creditors	(1,603)	2,308
Net cash (used) provided by operating activities	5,191	6,850

Signed on behalf of the Trustees

J Dixon  
A Sugarman

16<sup>th</sup> February 2019

## **Independent Examiner's Report to the Trustees of Pulborough & District Community Care Association on the accounts for the year ended 31<sup>st</sup> December 2018.**

### **Respective responsibilities of trustees and examiner.**

The Charity's trustees are responsible for the preparation of the accounts. They consider that an audit is not required for the year and that an independent examination is needed.

It is my responsibility to examine the accounts under S145 of the Charities Act 2011, to follow the procedures laid down in the general directions given by the Charity Commission and to state whether particular matters have come to my attention.

### **Basis of my statement**

My examination was carried out in accordance with general directions given by the Charity Commission. An examination includes a review of the accounting records kept by the Charity and a comparison of the accounts presented with those records.

It also includes consideration of any unusual matters or disclosures in the accounts and seeking explanations from the trustees about such matters. The procedures do not provide all the evidence that would be required for an audit and consequently no opinion is given as to whether the accounts present a true and fair view and the report is limited to those matters set out in the statement below.

### **My statement**

In connection with my examination, no matter has come to my attention;

- i) which gives me reasonable cause to believe that, in any material respect, the requirement to keep accounting records in accordance with SI30 of the Charities Act and to prepare accounts which accord with those records and comply with the requirements of the Charities Act have not been met or
- ii) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Peter Lloyd  
Highfield  
20 Haglands Copse  
West Chiltington  
Pulborough  
RH20 2QW

DATE: 15<sup>th</sup> February 2019



## **Treasurer's Report on the 2018 Accounts**

The Charity's financial position remains secure, and our funds are sufficient to enable us to continue with our present activities for a number of years. However, although our total funds increased in 2018, this was entirely due to a substantial legacy, without which we would have had a shortfall of some £5,000. This situation will only worsen in future as the time-consuming nature of the roles of some of our coordinators means we are having to pay to fill the posts.

We are very grateful for the support received from Pulborough and West Chiltington Parish Councils, West Sussex County Council as well as the Pulborough Medical Group. We also have benefitted greatly from supporters who have remembered us in their wills. Furthermore, we can only operate because of the generosity in time and funds from our many volunteers.

If any of our supporters feel able to make a small regular donation as a Friend of the Association the treasurer would be very pleased to hear from them.

**Alan Sugarman**

## **ANNUAL GENERAL MEETING**

**Monday 25<sup>th</sup> March 2019**

**at 6.00 pm in The Arun Hall, Pulborough Village Hall**

### **AGENDA**

1. Welcome and apologies for absence
2. To approve the minutes of the previous Annual General Meeting
3. To adopt the 2018 Annual Report and Accounts
4. To elect a Committee, Chairman and Officers
5. Any Other Business

**MINUTES OF THE ANNUAL GENERAL MEETING**  
**held on Monday 12th MARCH 2018 at 2.00pm**  
**in The Arun Hall, Pulborough Village Hall**

**Members present: John Dixon (Chairman), Alan Sugarman (Treasurer), Sheila Moore (Secretary), Stuart Henderson, Liz Sollom, Ann Kaiser, Jean Seagrim, Rosemary Russell, Helen Arbeid, Mike Clenshaw, Jane Allison, Gerald Batt, Wendy Roberts, Edna Henly, Michelle Clifford, Louise Kaiser, Peter Jones & Jeanette Brickell**

**Guests present: A Reader (Weds Club / Lunch Club), Keith Russell (URC / Weds Club / Minibus), Anne Sugarman, John Blackall (Cllr Horsham District Council), Rob Aylott (PCP), Jane Aylott (Village Hub), Father Paul Seaman (St Marys Church Pulborough), Revd. Anne Lewitt (URC), Deanna Streeter (Lunch Club), Julie Greenfield (Volunteer), Pat Arculus (Cllr West Sussex County Council) and Mandy Jones (Age UK Horsham District).**

**1. Welcome and Apologies for absence.**

*The Chairman extended a warm welcome to all members and the many guests attending the Annual General Meeting*

*Apologies had been received from:*

*Christine Lindsay, Dennis Johnson, Iris Gravett, Cllr Philip Circus, Philip Migdale & Cllr Brian Donnelly. In his apology Cllr Donnelly wished the PDCCA committee & volunteers all the best, saying our work is inspirational and very much appreciated.*

**2. To approve the Minutes of the 2017 Annual General Meeting & the Minutes of the 2017 Reconvened AGM**

*The minutes of the 2017 AGM & the 2017 Reconvened AGM had been printed in the provisional Annual Report (from page 21 to page 25) and distributed at the meeting. There being no matters arising, it was proposed (by Liz Sollom) and*

*seconded (by Stuart Henderson), that they be approved. They were approved by members and duly signed by the Chairman.*

### **3. To adopt the Annual Report and Accounts**

*The Chairman explained that the 2017 Annual Report had been produced and a copy left on each chair. Copies had also been sent out to many local supporters and other interested parties. The report summarises the various activities and services provided by PDCCA over the last year.*

*John explained that 2017 had been a very significant year with many changes taking place and that there had been some anxiety at times about the continuation of certain services.*

*Lunch Club is a key activity and requires an intense and substantial commitment. The committee are delighted that Louise Kaiser has taken on as Lunch Club coordinator since September 2017 with continued support from Ann & Renee Kaiser. Louise advised the meeting that Lunch Club is well supported and is going well.*

*Community Transport is again a very well used service that many depend on, providing over 1000 journeys a year. Mike Clenshaw ran the service for 10 years but advised that he would be stepping down at the end of 2017. In all ways he was a hard act to follow but we are pleased to have finally found a replacement to run the service, in Christine Lindsay.*

*Jane Allison and Wendy Roberts had been running our Volunteer Visiting Scheme for a number of years but again, advised that they would be stepping down at the end of 2017. Unfortunately, we haven't found anyone to take on this service yet, so at the moment we're just continuing with the existing clients being visited by the existing volunteers but not*

*taking on any new clients or volunteers until we have found a replacement service coordinator. We really need someone to take this on as the issue of loneliness is increasing in society generally and in Pulborough and the local area specifically. We will continue to actively look for someone to run this service into 2018.*

*James Foulkes, our chiropodist serving our Toe Nail Cutting scheme also stepped down this year. John reported that he is happy to say that a replacement has been found, thanks very much to the efforts of Jean Seagrim, and we now have James Barber providing this service. Jean explained that, so far, James has done 2 clinics and his work is very much appreciated. We are also pleased that he is prepared to take on people who have more complex underlying medical issues (such as diabetes) which we have been unable to cover previously.*

*The numbers attending Tai Chi have increased and we are therefore proposing to add a new class each Friday morning at the URC, starting at 9am. Jean Seagrim will be starting this up initially, on 20<sup>th</sup> April 2018, as Michelle is not currently able to take on this additional class at the moment.*

*The Chairman wanted to thank the strong financial support we receive from the local Parish Councils (Pulborough & West Chiltington), Pulborough Medical Group, Harwoods, West Chiltington Village Show, the Coop via their Community Funding initiative and many other individual donations.*

*John restated the importance of linking up with other local services and told the meeting that he was delighted that we had been able to launch the new Good Neighbours Scheme at the end of November.*

*Finally, the Chairman wanted to thank all the PDCCA committee members, in particular Alan, our Treasurer and*

*Sheila, our Secretary, for all their efforts to maintain and grow services over this very challenging year. He also advised the meeting that Sheila had advised him that she will not be standing for re-election in 2019, so work needs commence to find a replacement as soon as possible. Sheila was presented with a beautiful bouquet of flowers from committee members as a thank you for her work in 2017, which she very gratefully received (whilst reminding the committee that she would continue to work as secretary for the whole of 2018, as necessary).*

*Our **statement of financial activities** for the year ended 31<sup>st</sup> December 2017 had been printed, starting on page 16, in the provisional Annual Report and distributed at the meeting, including the independent examiners report (page 19).*

*The treasurer, Alan Sugarman, advised the meeting that, on the face of it, everything is ok financially, but that it had been an odd year with a lot of income that would not normally be expected. This disguises the fact that we are eating into our reserves each year and not fully covering the costs of providing our services and activities. Alan explained that, to help us raise regular funds, we have decided to introduce a new scheme, to be known as “Friends of PDCCA”.*

*Peter Jones (Good Neighbours Scheme) spoke about the new scheme, saying that the idea is to ask people for a minimum donation / commitment of maybe £6 per month (which, by reclaiming tax, will give us £10). He advised the meeting that forms were available on chairs for anyone who would like to assist in this way to complete either by filling in a form and giving it to himself, Alan or any other Committee Member, or via online banking. He told everyone that **regular** small amounts really can make a big difference.*

*The chairman asked members to approve the Annual Report and the Accounts for 2017. These were proposed by Gerald*

*Batt and seconded by Helen Arbeid and duly approved by members. Both the Annual Report and the Accounts will be lodged with the Charity Commission and have already been made available to any interested parties.*

#### **4. To elect Officers and Committee for 2018**

*The list of officers and committee members willing to stand for election for 2018 was listed on pages 26 and 27 of the Annual Report. John therefore advised that the following people will be standing as committee members for the coming year:*

<i>John Dixon</i>	<b>Chairman</b> , <i>Trustee and</i>
<i>Committee Member</i>	
<i>Alan Sugarman</i>	<b>Treasurer</b> , <i>Trustee and</i>
<i>Committee Member</i>	
<i>Sheila Moore</i>	<b>Secretary</b> , <i>Trustee and</i>
<i>Committee Member</i>	
<i>Philip Migdale</i>	<i>Trustee and Committee Member</i>
<i>Helen Arbeid</i>	<i>Trustee and Committee member</i>
<i>Louise Kaiser</i>	<i>Committee Member</i>
<i>Ann Kaiser</i>	<i>Committee Member</i>
<i>Mike Clenshaw</i>	<i>Committee Member</i>
<i>Liz Sollom</i>	<i>Committee Member</i>
<i>Rosemary Russell</i>	<i>Committee Member</i>
<i>Stuart Henderson</i>	<i>Committee Member</i>
<i>Jane Allison</i>	<i>Committee Member</i>
<i>Gerald Batt</i>	<i>Committee Member</i>
<i>Christine Lindsay</i>	<i>Committee Member</i>
<i>Peter Jones</i>	<i>Committee Member</i>
<i>Edna Henly</i>	<i>Committee Member</i>
<i>Michelle Clifford</i>	<i>Committee Member</i>
<i>Jean Seagrim</i>	<b>Member &amp; Honorary President</b>

*This election was proposed (by Jean Seagrim), seconded (Ann Kaiser) and duly agreed.*

## **5. Any other business**

*Edna Henly advised the meeting that the Neighbourhood Wardens will now be called Pulborough Parish Wardens.*

*Jean Seagrim advised that there will be a Storrington Fair on May 12<sup>th</sup> this year which is being held to raise the profile of local voluntary groups serving residents of the village. She thought it might be good for a similar event to be held in Pulborough sometime. She felt there were some issues around our own Community Transport service and that provided in Storrington, particularly with regard to finding volunteers and wondered whether there needed to be some work between the two providers to look at any duplication of service. Also, the Storrington service is available to West Chiltington residents, as is our own.*

*Sheila explained that, as part of the work to find a replacement for our own Community Transport coordinator during the year, she had spoken to the person leading the Storrington scheme. Their scheme only takes people living in Storrington or West Chiltington to medical appointments at Pulborough Medical Group and they are unable to take anyone who cannot use a standard car (no wheelchairs etc). At the end of these discussions Sheila had felt that it was probably best to let things lie so that service users can continue to use whichever provider they want.*

*There being no further matters arising, the Chairman thanked all those present and the meeting was closed.*

## LIST OF PROPOSED OFFICERS FOR 2019

**Chairman: John Dixon**

**Trustee** Alderbury, Church Hill, PULBOROUGH, RH20 1AH  
Tel: 01798 872667 Mob: 07710094267

**Treasurer: Alan Sugarman**

**Trustee** 7 Church Grove, West Chiltington,  
PULBOROUGH, RH20 2QL Tel: 01798 813563

**Secretary: Hannah-Louise O'Callaghan**

Wykikamookow, School Lane, Fittleworth, RH20 1JB  
Tel: 01798 865189

**Committee: Michael Clenshaw**

**Trustee** 2 Maple Leaf, Coldwaltham, PULBOROUGH,  
RH20 1LN Tel: 01798 872371

**Committee: Sheila Moore**

**Trustee** 1 Haglands Copse, West Chiltington, PULBOROUGH,  
RH20 2QW Tel: 01798 813039

**Committee: Louise Kaiser**

Merrydown Cottage, The Street, BURY, RH20 1PA  
Tel: 01798 831829

**Committee: Liz Sollom**

Abinger, Stream Lane, NUTBOURNE, RH20 2HG  
Tel: 01798 812573

**Committee: Rosemary Russell**

147a Lower Street, PULBOROUGH, RH20 2DP  
Tel: 01798 873174

**Committee: Gerald Batt**

4 Aston Rise, PULBOROUGH, RH20 2JA  
Tel: 01798 872388

**Committee: Christine Lindsay**, 2 Beverley Court, Skeyne Drive,  
PULBOROUGH, RH20 2BD Tel: 01798 368407

**Committee: Michelle Clifford**  
Killybegs Cottage, Broomers Hill Lane,  
PULBOROUGH, RH20 2HY Tel: 01798 872910

**General Committee Members: Ann Kaiser and Edna Henly**

**Honorary President: Jean Seagrim**



*Guess the weight of the cake at this years Harvest Fair*

## **MONEY MATTERS:**

**How we are funded:** The Pulborough & District Community Care Association is a registered charity. We receive grant funding from various bodies, including West Sussex County Council, Horsham District Council, Pulborough and West Chiltington Parish Councils, as well as legacies, sponsorship and donations from generous individuals and organisations in the community, including the Pulborough Medical Group, Harwoods and the Coop Local Community Fund. We also carry out regular fund-raising including our Flag Day, usually in early June.

We charge modest fees for most of our activities and services but these do not cover our full costs and we always welcome any extra help.

**Donations & Gifts in Wills:** If you would be prepared to pay more to use a service or would like to provide us with a one-off donation, we would be extremely grateful – just speak to the service organiser. If you are a tax payer, any contribution can be uplifted via Gift Aid. We are also introducing a “Friends of PDCCA” scheme, whereby volunteers, or anybody else who would like to support us, can make a regular small monthly contribution which would be very gratefully received & greatly help our efforts. Forms are available for this, so please contact Alan Sugarman for more information.

Also, after providing for your family & friends, you may wish to leave a charitable gift in your will (a legacy), to show appreciation for the work that we do. This is a simple matter, but it should be done using a solicitor, when making your will, to ensure your wishes are properly recorded. If you have already made your will, you can still help as you can amend it by adding a codicil to your will, again by speaking to your solicitor. This may also provide tax benefits for your estate.

If you would like to discuss this with us, please telephone our treasurer, **Alan Sugarman**