



AGM Minutes
Tuesday 4th November 2025
Stamford Methodist Church
Chaired by Reverend Andrew Hollins

1. Welcome (Andrew)

Apologies from Committee Members (Charlotte Davis – Management, Lindsey Adams - Operations, Jill Verdegaal – Operations, Adele Donaghie- Operations)
Volunteers - Pauline and John Cowell, Pauline Jones, Janette Weedall, Jane Sedgley, Roland Higgins, Anne Creamer, Pauline Kirby, Helena Lewis

Andrew opened the AGM with a warm welcome and a moment of quiet contemplation (circa 26 in attendance).

2. Guest Speaker – Maggie Scott Chair of Trustees of Birch Tree Café, Easton on the Hill.

3. Review of 2024 AGM (Andrew)

Summarised, no challenges or questions.

4. Chair of the Management Committee's Report (Andrew) Summary

Andrew expressed how wonderful it is that Second Helpings has celebrated its 10th anniversary this year. He thanked George Hetherington for attending and setting up the project. He observed that it would be great if we were not needed to save food waste and feed the hungry, but we continue to make a difference in our community. This will be celebrated with a service on Sunday December 7th in the church to celebrate the work of Second Helpings. He thanked the committed people who give their time and skills in all roles.

Andrew noted that we have said goodbye and welcomed volunteers in all areas. Some areas of work are stronger than ever, and some areas need attention. During the year we have lost some of our users/ customers in sad circumstances and we have had users who have had a tough year. Our work is not only important in feeding people to reduce food waste but also the human connections we make. This is the most amazing work done by Second Helpings and other community groups – give yourselves a pat on the back. We are privileged to continue to do this work, and we offer a big 'thank you' from the management committee.

5. Financials (Pauline)

Pauline summarised the Financials Pack attached.



AGM 2025 Finance

Any questions/comments – open to floor.

Maggie asked for clarification on Inspire+ costs. Pauline explained we do not charge, as a charity, we ask for donations and an amount is not specified. However, they usually pay appx. £3.50 per meal, we make a profit as the cooks plan well.

George H asked how much we spend on extra food costs per year. Pauline confirmed costs in the last year were £1379, including food spent for Wildcats and Inspire+. George commented that his charity is making less money per person than Second Helpings, as people do not have spare money. Jo commented that she recognises that people need support, but some people could give more. Andrew agreed there is a disparity in needs, sometimes the café has 80+ customers but only 15 donation envelopes are filled but is a delicate balance and we are not about making huge profits.

Suggestions were made by attendees on ways to raise profile, encourage more people to visit and increase donations. These have been noted by Juliet and will be raised at the joint meeting committee on November 26th which has been organised to discuss fund raising.

Andrew thanked Pauline for her continued work as treasurer through the year.

6. 2025/6 Plans Chair of the Operations Team (Anne)

Summary

Looking ahead we are continuing to work with MindSpace and Evergreen. MindSpace on their 'cooking from scratch' initiative. Second Helpings donate vegetables, and they supply a cook / nutritionist, this is primarily around education and helping people understand the versatility of simple ingredients in creating nutritious and tasty meals. Evergreen deliver lunch to housebound members, one day per week – this started with 5 members and is expanding to 40. We are happy to be involved and working with them on this and providing meals for some of these members on Christmas day.

We offer training to our volunteers in Safeguarding, First Aid, Healthy and Safety and Food Hygiene and Manual Handling. We are always looking to train volunteers, providing a certificate and skills to add to CVs.

The pantry refit is ongoing. We reached out to 5 contractors, including 2 shop fitters with no success so it will be completed in-house, starting with the back shelving.

Our biggest new project is the new website. We have been supported in this by 2 companies who have been generous with their fees – Hue and Lilypad. Thanks to Adele who has been leading this. The purpose of the website is to tell our story more clearly and reach a wider audience, through better engagement, with the aim to raise funds and recruit more volunteers and really demonstrate the impact of the charity within our community. Hue are responsible for branding, fonts, images, language. Lilypad will build the website. The plan is to launch this at the annual volunteer party, with maximum publicity.

We hope to be having our annual volunteer party in March 2026, as a 'thank you' to all our wonderful volunteers. Last year's was a great success, being the 10th anniversary, who can forget that amazing cake.

The Christmas Day lunch list is now open for users and volunteers.

I have been Chair of the Operations Team for 3 years, but I have given one year's notice to Andrew. I hope to stand down next November, not from Second Helpings but the role of Chair.

Any questions/ comments – open to the floor.

Jenny asked, regarding raising awareness, if the Second Helpings story has been told in the newspapers, Anne confirmed that this has happened, but the idea is that the new website will raise our profile also.

Where do we send ideas to? Jo (management committee) advised that we have many wonderful ideas of fundraising put forward but we need volunteers who have the skills and commitment to put these in action.

Andrew suggested that rather than the November 26th meeting be open to all, Team Leaders are a conduit for ideas currently, but this will be addressed at the forthcoming management meeting. He asked Juliet to add this to the agenda.

7. Election of Management Committee (Andrew)

- Andrew H (Chair)
 - Audrey H
 - Anne E
 - Pauline S (Treasurer)
 - Caroline La N
 - Nuala M
 - Jo K
 - Charlotte D
 - Sarah (replacing Ann W)
 - Juliet (Admin) replacing Tracy
 - Lindsey A (joins as an employed observer)
- Andrew confirmed the position of Vice Chair was removed from the Constitution

Paul queried the process of nominating committee members, should this not be done before the meeting to allow for nominations to put forward? Andrew confirmed this would be considered for the next AGM.

Andrew asked if all were happy to re-elect the committee bearing in mind Paul's query, there were no challenges to the existing Management Committee and so all re-elected.

8. Election of Operations Team Committee (Andrew)

- Anne Earle - Chair
- Jill - Head of Front of House
- Pauline - Treasurer
- Adele - Head of Communications (replacing George)
- Paul - Head of Collections
- Nuala - Head of Cooks
- Juliet – Admin (replacing Tracy)
- Lindsey (Operations Manager)

No challenge to the existing Operations Committee and so all re-elected.

Second Helpings is still looking for a Head of Volunteers and a Head of Pantry to sit on the Operations Committee, please do let Anne know if you are interested in either role. These roles are advertised.

Paul asked if there is a process for removing people. Andrew explained there is a grievance and disciplinary policy in place, but he hopes issues can be resolved informally.

9. AOB (All)

Andrew reminded all that we should be mindful of safeguarding. Any concerns no matter how small or large should be referred to Charlotte (SH safeguarding Lead), Audrey (Church safeguarding lead), or Andrew, as the Minister. Andrew stressed that the bottom line is safeguarding is everyone's responsibility.

No additional matters were raised.

10. Close (Andrew)

Andrew closed the AGM at 20.10, reiterating his thanks and gratitude to all involved in Second Helpings for their continued support.