



## AGM 2023

### Friday 29th September 2023 6pm

Dear members,

We hope you will join us for this year's AGM at Flo's. You will get to hear stories from people in our community who we've been working with, learn about some of our new projects, and of course vote on key decisions and trustees standing. As a community benefit society and a CoOP it's important to us to keep our members up to date and involved!

The AGM will take place in person at Flo's from 6pm-7:15pm. All are welcome, though only Flo's Members will be eligible to vote. There will be an opportunity to become a Member on the day or you can join on-line [through this link](#). The cost is £5 a year. As we are a community benefit society, all members have the same voting rights.

Afterwards, you are also most welcome to join us for a delicious Syrian feast from 7:30pm onwards. This will be a 3 course dinner served by our talented kitchen team. Funds raised will go towards Flo's social impact projects - [please do book ahead here](#).

The AGM will take place at Flo's the Place in the Park, Rymers Lane OX4 3Jz

#### Agenda for the AGM - People Place and Participation Ltd. (PPP)

6:00 – 6:15	Registration and collection of voting cards
6:15-6:20	Welcome and Introduction
6:20-6:25	Trustees and managers to introduce themselves
6:25-6:35	Highlights of last year from the Director
6:35-6:50	Stories & projects from around Flo's
6:50-6:55	Presentation of the accounts
6:55-7:10	Resolutions to be passed and election of trustees (see below)
7:10-7:15	Close



## Resolutions to be presented at AGM 29th September 2023

**Resolution 1: The receipt of the accounts and balance sheet and of the reports of the Board.** There are two documents attached:

- One document are the Flo's Trading Company Accounts. These have been prepared by Third Sector Accountancy and don't require an audit.
- The other document is the PPP Ltd Group Accounts. These are also prepared by Third Sector Accountancy and are audited. They include figures for PPP and Flo's Trading combined (the Group),  
PPP alone (the parent charity).

Brief summary of the financial results for 2022-23:

Our total income as a group went over £1m for the first time in 2022-23.

The end result for the PPP Charity was a surplus of £117,000. The majority of this is restricted grants for Community work over the coming year.

The unrestricted reserves held by PPP Charity at 31 March 2023 were £123,000, plus restricted funds of £124,000.

Flo's Trading ended the year with a small deficit of £6,000. This was following a tough trading year of increasing costs and the removal of post pandemic government support. Action was taken to increase income from Jan 2023, and trading figures for the first quarter of 2023-24 show a good surplus.

**Resolution 2: Approve the interest payment of 2% this year on community shares**

**Resolution 3: To appoint auditors Third Sector Accountancy Ltd. (Holyoake House, Hanover St, Manchester M60 0AS) to audit our accounts and the balance sheet for the year April 2023-March 2024.**

**Resolution 4: To retain the profits for People, Place and Participation Ltd**

**Resolution 5: Election of trustees (below)**



## Elections of the Trustees.

### **Election of a Chair**

We are very grateful to Julian Cottee who was Interim Chair then Co-Chair during our last year. He handed over the full Chair role to Sarah Borien in July 2023 and we are delighted that he is remaining on the Board as trustee with responsibility for Sustainability. The Board recommends the election of Sarah as Chair and the election of a further three trustees.

### **Sarah Borien - standing as Chair of PPP**

Sarah has 11 years experience working in social impact, equality and sustainability roles for large, complex organisations. More recently she has become Business Manager at Network Rail, overseeing strategy development, governance and reporting for a wide portfolio of work. Sarah was born and raised in Oxford, and returned in 2020. Sarah was originally co-opted onto the Board in May 2021.

### **Julian Cottee - standing as trustee with special responsibility for sustainability**

Julian is a consultant in environmental sustainability strategy and innovation. He previously worked at Saïd Business School and was co-founder of local social enterprise Cultivate, and Oxford's sustainable food network Good Food Oxford. Julian was originally co-opted onto the Board in May 2021.

### **Russell Stebbing - standing as Chair of Flo's Trading Board**

Russell is the Managing Director of Frilford Heath Golf Club and has over 23 years' experience working in hospitality and leisure. He has a passion for people, nature, hospitality and sports. Russell has built a career focused on helping organisations to build strong teams aligned behind a shared purpose to achieve sustainable and commercial success.

### **Claire Gray - standing as Chair of the Communities subgroup, with special responsibility for Health & Safety**

Claire brings diverse experience from the last 12 years working across the charity, academic and local authority sectors. Leading, designing and using whole system approaches to improve individuals and communities health and wellbeing. She has a continued commitment to tackling inequalities and working in partnership. Her current position is at Oxfordshire County Council in the Public Health team.



**The Board has also co opted the following two new trustees:**

**Samantha Adams – standing as Trustee, with special responsibility for HR**

Samantha has 14 years' experience in Human Resources as well as previous experience in recruitment and retail management. Samantha has worked for the University of Oxford and currently works as an HR Advisor for one the colleges in north Oxford with a key focus on mental health and well being. Samantha is also a parent governor at her children's primary school in Cowley.

**Ella Percival – standing as Trustee, with special responsibility for Fundraising**

Ella has worked in Communications for a multinational education and research publisher based in Oxford for almost 10 years. She is driven by working with organisations with a clear mission and helping to create inclusive and empowering spaces. Ella lived in Cowley for 8 years and now lives in Didcot, but with regular visits back to her favourite part of Oxford.

**The following trustees remain on the Board:**

- Hannah Ormston, Treasurer of Flo's PPP & Flo's Trading
- Shilpa Bhatt, Trustee and Chair of Nursery Subgroup
- Gordon Mitchell, Trustee
- Laura White, Trustee with focus on Early Years / Nursery and Strategy Support
- Jo Boyes, Trustee with special focus on Marketing and Communications
- Mariam Iqbal, Trustee with special focus on Communities/ Family work.

Natasha Sahgal stood down as trustee earlier in the year. We are very grateful for all she did for PPP Ltd. Candida March is the Company Secretary but is not a Trustee.

**The Board of Flo's Trading is not elected by PPP members. It comprises of:**

- Russell Stebbings - proposed new director to be appointed after AGM
- Hannah Ormston - Treasurer
- Annie Davy - Secretary
- Pippa Hamwee
- Carl Isham