Torfaen Voluntary Alliance
Annual General Meeting 2026

Date: Thursday, 26th November 2026
Time: 10.15am – 10.45am
Venue: Pontypool Working Mens Club

AGENDA

1. **Welcome, Apologies and Confirmation of Quorum**

2. **Minutes of the Previous Annual General Meeting – 12 June 2025**
   To approve the minutes of the Annual General Meeting held on 12 June 2025 as an accurate record.

3. **Chair's Annual Report 2025/26**

4. **Trustees' Annual Report and Financial Statements 2025/26**
   To receive the Trustees' Annual Report and Financial Statements for the year ended 31 March 2026, including the Treasurer's report.

5. **Retirement, Election and Re-election of Directors**
   To consider the election and re-election of Directors (Trustees), as detailed in the accompanying Trustee Election and Re-election Information.

6. **Retirement of the Chair**
   To acknowledge the retirement of David Williams as Chair and Trustee of TVA.

7. **Any Other Business**

8. **Close of the Annual General Meeting**

Torfaen Voluntary Alliance
AGM

Date: Thursday, 12th June 2025 **Time:** 10:00 am **Venue:** Millenium Hall, Garndiffaith

Board Members Present:
Cllr David Williams (Vice-Chair)
Barry Holroyd
Emma Davies-McIntosh
John Killick
Neil Gregory

Apologies:
Cllr Richard Clark (Secretary)
Alan Brunt
Paula Kennedy
Shaun O'Dwyer
Peter James
Dennis Henson (Treasurer)

In Attendance:
Aimi Morris, Operational Executive Officer
Amanda Rawlings, Minute Taker
TVA Staff
Members of TVA *(refer to attendance register)*

1. Welcome and Apologies

DW (Chair) welcomed everyone to the formal business of the meeting, introduced each of the board members present, and noted apologies received. It had been agreed that today's AGM would be a public event for openness and transparency.

2. AGM Business

2.1 ***Approval of Minutes from the last AGM:*** ***Friday, 01st March 2024***

The minutes were made available to all attendees and were agreed as a true and accurate record. A show of hands confirmed approval.

Proposer: Emma Davies-McIntosh
Seconded By: John Killick

2.2 ***Chairs Report***

DW highlighted key points from the 2023–24 report, copies of which were available at the meeting. Members were referred to the full Annual Report for further detail. Key highlights for 2024–25 are included in the report, with full details due to be published in September 2025 alongside the full accounts.

It was noted that Anne Evans, Senior Executive Officer, left TVA at the end of November 2024, and Aimi Morris subsequently took on both the strategic and operational leadership of TVA.

2.3 ***Annual Trustees Report for Year Ended 31 March 2024*** **- Treasurer's Statement:**

In the Treasurer's absence, the Chair of the Finance & Premises Committee presented the financial statement for the year ended 31 March 2024.

This year, TVA reported a total income of £541,922, an increase from £448,845 the previous year. This was driven by continued support from our key funders, including WCVA, Torfaen County Borough Council, and Aneurin Bevan University Health Board. We are especially grateful for new funding streams such as the Shared Prosperity Fund and the Youth Work Apprenticeship Partnership through the Youth Service at Torfaen County Borough Council.

Our total expenditure for the year was £566,866, resulting in a net deficit of £24,944. This reflects a planned drawdown of restricted reserves aligned with project delivery timescales, particularly for grants under the Regional Integration Fund and Opening Doors programme. Importantly, we saw a net surplus of £39,616 on unrestricted funds, helping to strengthen our core resilience.

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At the close of the financial year, TVA's total reserves stood at £325,339, of which £294,751 are unrestricted free reserves. This places us slightly above our target reserves range of 3 to 6 months' operational expenditure, a position that the Board continues to monitor closely in light of potential funding volatility and future planning.

During the year, we managed and distributed over £153,000 in grants to local organisations, supporting vital grassroots projects across Torfaen.

John gave recognition and thanks to the Operational Executive Officer for their diligence and the Trustees for their ongoing scrutiny and support. The accounts have been independently examined and were approved by the Board on 30 January 2025 and reported promptly to the Charity Commission and Companies House.

Proposer: Barry Holroyd **Seconded By:** Neil Gregory **Members:** Show of Hands

2.4 Appointment of Independent Examiner / Auditor

Members may recall that at the last AGM, MHA was reappointed to examine the 2023–24 accounts, which have now been completed and presented for approval today.

Earlier this year, in March 2025, the Board agreed to appoint a new independent examiner. Bevan and Buckland has now been engaged to prepare and examine the 2024–25 accounts, with final accounts expected to be available from September 2025. This appointment was formally approved by the Board in May 2025.

2.5 Board Membership

David Williams, as Chair of TVA and up for re-election, handed over the proceedings to John Killick to oversee:

Stepping Down

There were no board members stepping down.

Confirmation of Re-election

Trustees up for re-election:

David Williams	**Proposer:** Emma Davies-McIntosh	**Seconded By:** Barry Holroyd
Paula Kennedy	**Proposer:** Emma Davies-McIntosh	**Seconded By:** Barry Holroyd
Richard Clark	**Proposer:** Emma Davies-McIntosh	**Seconded By:** Barry Holroyd

Witnessed by a show of hands by Members Present.

3. Date of Next Annual General Meeting: TBC

4. Meeting Closed

The formal AGM concluded, and the *Voices of the Sector* part of the meeting then commenced.

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