



Minutes of the Annual General Meeting Monday 19th May 2025 at 7:00pm

Held at Oriental Aroma, 50 High Street, Royal Wootton Bassett, Swindon SN4 7AQ.

Agenda

1. Welcome
2. Apologies for absence
3. Secretary's report
4. Treasurer's report
5. Future of the Swindon Group – proposal to change the format of the group to become a Coeliac UK Community Team. This will allow us to continue to run a programme of events for members in the Swindon and surrounding area but would remove the need to have a formal committee of Group Organiser, Treasurer and Secretary. Further information about the operation of Coeliac UK Community Teams is available from Coeliac UK on request.
6. Close

Minutes

- The Acting Chair, Zoe Thomas welcomed members.
- No apologies were received from absent members.
- The Acting Chair gave her talk, a transcript of which can be found in the appendix to this document.
- The Group Treasurer gave a summary of the finances of the group which can be found in the appendix to this document.
- It was noted that the Group Treasurer, Claire Huckerby-Brown, had announced her intention to step down at this AGM and her resignation was duly recorded.
- **The proposal to convert the group into a Community Group was proposed and seconded and passed by unanimous vote of the members present.**
- The business of the meeting was concluded.

Appendix 1

Acting Chair's Report - summary

Zoe Thomas – Voluntary Group Secretary

- 1) Thank you, everyone, for coming
- 2) Thank you, to the Oriental Aroma for hosting us
- 3) I'm Zoe Thomas and I'm the voluntary secretary of the Swindon Group. This is the formal part of our Annual General Meeting, which I will keep as short as possible. I'm just going to give a quick overview of the activities of the group over the last year. Then we're going to hear from our Treasurer, Claire, who will talk about our finances. After that there is just one proposal to vote on. Then, finally, we can get on with our meal.
- 4) May is Coeliac Awareness month. You should find that you have a postcard or leaflet at your place. We're asking each of you to pass it on to someone who might need it. You can ask for it to be put on a noticeboard, perhaps at your doctor's surgery, local café, or a community noticeboard in a supermarket. Or even just give it to a friend.
- 5) Our membership has grown to over 500 email addresses on our mailing list and 740 members of our Swindon Coeliacs Facebook group.
- 6) Regular events over the last year:
 - a) 2nd Wednesday of the month at the Swindon Hub after moving from Tesco in May 2024
 - b) 3rd Friday of the month at The Dandelion Gifts and Coffee Shop here in Royal Wootton Bassett
 - c) Newest regular event on a Saturday afternoon at Eascott Studios on Eastcott Hill, near Regent's Circus
- 7) Ad-hoc events in the last year
 - a) Pub evenings at the Tawny Owl
 - b) This, our third, all-you-can-eat, buffet here at the Oriental Aroma
- 8) Other activities:
 - a) Monthly email to members. This goes out on the second Monday of each month. If you haven't received it, please check your spam or junk folders and make sure you add our email address, swindon@coeliac.org.uk to your safe senders list.
 - b) If you're not on our mailing list, please email us at the swindon@coeliac.org.uk and ask to be added.
 - c) One of our volunteers attends the monthly zoom meeting for newly diagnosed patients run by the dietician team at the Great Western Hospital.
 - d) Representation at the monthly zoom meetings held by Coeliac UK for volunteer groups.

- e) Regular updates on our Facebook page and group and on Instagram. If you are on social media, please like, comment and share any posts as it helps Meta's algorithms to keep our posts on your feed.
 - f) Representative at the demonstration in London to present a petition to Downing Street to ask for Government support to ensure the continued prescribing of gluten free food to diagnosed coeliacs.
 - g) A representative was invited to discuss the availability of gluten free food at the Great Western Hospital.
 - h) Ad-hoc, one to one support of members, either face to face or via e-mail.
- 9) We couldn't do any of this without our volunteers, all of whom do far more than their role titles suggest, and, so, I'd like to thank:
- a) Claire – Group Treasurer
 - b) Lisa – Membership Secretary
 - c) Gareth – Venue Coordinator
 - d) Kristyna – volunteer who set up our newest regular meet up at Eastcott Studios
 - e) Annabel – volunteer who stepped forward this year
 - f) Chris – who's not with us tonight but who does an excellent job running the coffee social at the Swindon Hub
 - g) Our Young Volunteer, Sophie, who helped Kristyna set up the Saturday afternoon social as part of her Duke of Edinburgh award.
 - h) Claudette for organising tonight's tombola and donating all the prizes. Please make sure to buy a ticket as all proceeds will support the Coeliac UK 64 Challenge.
- 10) Treasurer's presentation: <https://www.coeliac.org.uk/local-groups/swindon/documents/9572-agm-treasurers-presentation-2025/>
- 11) Thank you, Claire, both for your presentation and for keeping such firm control over our finances for all these years. Claire is stepping down today. We will miss you.
- 12) We have now handed over our bank account to Coeliac UK to administer in order to save bank charges. This means that, under the Charities Act, we no longer have to have an Annual General Meeting for our group, here in Swindon.
- 13) Coeliac UK will continue to have AGM's for all members and anyone who is a member of Coeliac UK will get an invitation to that in due course.
- 14) Our AGM, in the past, has required a fair amount of time and effort to organise. So, we are proposing, with your permission, to move to a set up called a "Community Group" under the umbrella of our National Charity, Coeliac UK. This will allow us to continue to operate, to provide events, emails, social media and all other support, but with a bit less

behind the scenes admin for our volunteers. You can still contact us at events, by email, via social media to ask advice or to suggest events that you would like.

- 15) We ask that you support this proposal.
- 16) Does anyone have any questions about the Community Group?
- 17) I'm going to formally propose that we move to a Community Group, will someone second the proposal?
- 18) Anybody here can vote on this proposal if you are on our mailing list or a member of our Facebook group. You don't need to be a member of Coeliac UK.
- 19) Thank you.