

**ITEM 3 – MINUTES OF THE PREVIOUS –  
ANNUAL GENERAL MEETING – RESOLUTION 1**



**Minutes of the Annual General Meeting of  
Phoenix Community Housing  
Tuesday 14 September 2021  
The Green Man**

**Present:**

60 Shareholders, Associate Members, Staff, Partners and guests present in person, via proxy vote or on-line

No	Item	Action
<b>1</b>	<b>Welcome &amp; Introductory Remarks</b>	
	The meeting started at 6.00pm. Anne McGurk, Board Chair called the meeting to order. She welcomed Shareholders and Guests to the Annual General Meeting. She introduced Jim Ripley, Chief Executive, Carmen Simpson – Vice Chair of the Phoenix Board and Chris Starke, Director of Finance and Company Secretary. She explained that the meeting is an important part of the democracy of Phoenix. Anne McGurk noted the continuing difficulties due to the ongoing pandemic and that it wasn't possible to have a fully in-person AGM meeting this year . She noted that for the second year running for Phoenix, the proceedings would be streamed live on-line. Anne McGurk finished by underlining the fact that Phoenix is a resident led organisation.	
<b>2</b>	<b>Apologies for Absence</b>	
	Kevin Kelly, Governance Manager announced the apologies for absence. Anne McGurk confirmed that the meeting was quorate.	
<b>3</b>	<b>Minutes of previous Annual General Meeting</b>	
	Kevin Kelly, Governance Manager, recommended that members agree the minutes of the previous Annual General Meeting.  <b>Members agreed resolution 1 to agree the minutes of the previous Annual General Meeting.</b>	
<b>4</b>	<b>Matters Arising</b>	
	None.	
<b>5</b>	<b>Election of Resident Board Members</b>	

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	<p>Kevin Kelly, Governance Manager, announced the outcome of the Resident Board Member elections. He declared that Michael Tisdell and Anne-Marie Danumah had been elected unopposed.</p> <p>Anne McGurk announced that Peace-Ayiku Nartey was stepping down from the Board, and that Peace had been an invaluable member of the Board, serving on the Audit Committee and her ability to think of questions others wouldn't, and would be sorely missed.</p>	
<b>6</b>	<b>Presentation of the Annual Report</b>	
	<p>Anne McGurk, Board Chair and Jim Ripley, Chief Executive, presented the Annual Report. A presentation showing the highlights of the last year was shown.</p> <p>Kevin Kelly, Governance Manager recommended that members agreed to receive the Annual Report.</p> <p><b>Members agreed resolution 2 to receive the Annual Report.</b></p>	
	<p>Anne McGurk, Board Chair, thanked the Residents Communications Group for all their hard work and for producing an excellent Annual Report.</p>	
<b>7</b>	<b>Chair and CEO Introductions</b>	
	<p>Anne McGurk informed the meeting that she was stepping down as planned, as Chair of the Board and Phoenix at the September 2021 Board Meeting. She noted that under our rules, the Chair and Vice-Chair of the Board, have to be Tenant Board Members. Anne McGurk stated that we had a succession plan in place, and the Board have identified Carmen Simpson, the current Vice-Chair, as the next Chair and Simon Barlow, a tenant Board Member as the next Vice-Chair. She noted their appointment was subject to approval by the Board at their September Meeting. Anne McGurk explained that further news will follow after that meeting.</p>	
	<p>Anne McGurk introduced Carmen Simon, explained that the Board had now appointed Denise Fowler as our next Chief Executive. Carmen Simpson noted that Denise lived locally and was currently the Chief Executive of Women's Pioneer Housing and was previously the Housing Ombudsman for England and had held a number of senior legal roles within government. Carmen stated that along with other Board Members, she was greatly impressed by Denise's energy and clear commitment to social housing, and that she really understood Phoenix and our model of resident leadership and</p>	

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	<p>had every confidence that she'll be able to work effectively with our residents and all of our partners in Lewisham and nationally to build on the foundations that Jim has laid. Carmen stated that she and others were very sad to see Anne step down.</p>	
	<p>Anne McGurk explained that Jim Ripley should be incredibly proud of all that he had achieved over the last 14 years – taking us from a fledgling housing association to a mature and well-respected landlord while always maintaining our ethos as a community-based organisation where residents have control. She noted for Jim, we were planning a suitable celebration of his time at Phoenix, an event to include staff, residents and partners.</p>	
<b>8</b>	<b>Question Time</b>	
	<p>Anne McGurk, Board Chair introduced the Question Time session. Members of the Executive Team answered questions from shareholding members.</p>	
<b>9</b>	<b>Presentation of the Financial Statements</b>	
	<p>Chris Starke, Finance Director, presented the Financial Statements.</p> <p>Kevin Kelly, Governance Manager recommended that members agree to receive the financial statements.</p> <p><b>Members agreed resolution 3 to receive the Financial Statements.</b></p>	
<b>10</b>	<b>Re-appointment of External Auditors</b>	
	<p>Chris Starke, Finance Director, presented the reasons for re-appointing our external auditors, KPMG. He explained that in line with good practice, the external audit service had been tendered during 2017-18 and following a review of tenders received and a robust interview process, the Audit Committee selection panel had recommended the appointment of KPMG to the Board.</p> <p>Chris Starke added that KPMG are the leading provider of audit services to the Social Housing sector. They audit more of the top Registered Providers (RPs) than any other firm and nationally have over 250 staff specialising in social housing, including fifteen partners.</p> <p>.</p>	

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	<p>Kevin Kelly, Governance Manager, recommended that members agree to re-appoint our external auditors.</p> <p><b>Members agreed resolution 4 to re-appoint KPMG as the external auditors.</b></p>	
<b>11</b>	<b>Any Other Business</b>	
	There was no other business notified to the Chair.	
<b>12</b>	<b>Closing Remarks</b>	
	<p>Anne McGurk, Board Chair, thanked shareholders, guests, staff and partners for making the meeting such a success. She said that she believed that today has shown once again the resilience of Phoenix meeting in difficult circumstances and how everyone can play their own part in making Phoenix a success.</p> <p>The meeting closed at 7.00pm.</p>	