ANNUAL GENERAL MEETING

Sunday, 7 June 2026 at 09:15

Held at

The Fire Service College

Moreton-in-Marsh, Gloucestershire GL56 0RH

Minutes

Present: Jules King (Chair [JK]), Amy Beams (AB), Joanne Henry (JH), Sara Slater (SS), Vicky Wallens-Hancock (VWH), Kathryn Billing (KB) – part, Karla Stevenson (KaS), Nicola Lown, Paula Lyons (PL), WFS Staff: Karen Smith (KS), Kerry-Jane Cassidy (KJC), Jemma Yates (JY), WFS delegates/attendees

Note taker: Paula Lyons (Company Secretary/Director [PL)

Apologies: Dany Cotton (DC), Alex Johnson (AJ)

Introduction and Welcome

The Chair formally welcomed everyone present and explained this was the Annual General Meeting (AGM).

Formal thank yous were noted, with particular reference to the catering team, College staff, Instructors, Volunteers and WFS Purple Shirts and Staff.

Delegates were reminded to hand keys in.

Raffle

The money raised from the raffle was still being counted and would be shared in due course.

Update after AGM: Total raised from the raffle and pink helmet totalled £2,715.00 for the Firefighters Charity.

AGM 2025

The Chair noted members were sent an email with AGM details and a link to the minutes. Only WFS members could vote.

- *The minutes from 2025 were approved as an accurate account.*

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Chairs Report

The Chair noted it had been a busy year with a number of regional events. Thanks were given. Delegates were reminded there is an Events Support Pack available on request for these events, and advised to speak to regional reps for more information.

Delegates were also reminded of the Women's Development Programme facilitated by Women to Work, with further programmes during the year.

Delegates were reminded to feedback on the event, and anything relating to WFS.

The Chair updated that WFS continue to work with NFCC, notably regards sharing experiences, feeding back, and inputting into the lived experience advocacy forum. WFS is also involved in the Ministerial Group, People Culture and Leadership work, and College of Fire.

The Chair further reminded all that WFS is a not for profit organisation, individual membership is £15, and again, any feedback is welcomed.

Treasurer's Update

The Treasurer explained why we have a duty to undertake approval of accounts at the AGM.

WFS operates as a not-for-profit organisation which relies on income from events, corporate and individual membership subscriptions to cover its costs each year.

Directors approved the accounts in January 2026, and the National Executive Committee (NEC) subsequently approved these.

The WFS finances remain in a healthy position, with a profit of £14,613 for the year and assets of £81,799

Other than the cost of delivering events, our overheads are quite low with the employment o 3 members of staff (one full time and on average 2 part-time throughout the year).

- *The accounts were approved as accurate and correct.*

The Treasurer explained WFS need to approve an auditor, and were proposing Nick Westbury to continue in role.

- *Nick Westbury was approved as WFS auditor for WFS – 2026/2027.*

Voting

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The Chair explained this year a new system had been used for voting of Directors and NEC members. The Chair informed the meeting that some data had not pulled through, and the validity of the result could not be confirmed. It had been agreed that to be ethical and transparent the vote would therefore be postponed and not confirmed at the AGM.

As a result, all Directors and NEC members would remain as members until the voting had been completed again. Further information would follow via email in the coming weeks and those who could vote were encouraged to do so.

The Chair then further highlighted positions are open to all, and should anyone have an interest in any and like to be considered, please first speak to the Chair or another NEC member in the first instance, Information will also be on the website.

Workshops

The Chair then advised on the remainder of the event and allocation of workshops.

Close

The Chair thanked all again and highlighted the speaker from the previous evening. Delegates were further encouraged to stay in touch with each other.

The meeting closed at 0945h

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