

**MISSION TO SEAFARERS**  
**SOUTH TEES STATION - COMMITTEE MEETING**  
**AGM AGENDA**  
**15 November 2023, 1800 hrs, South Tees Mission**

1. Apologies : Bishop Paul, Anne Lennon, Pauline Wilkes, Father Edward Mathias Jones
2. Minutes of the 2022 AGM – these were agreed on a proposal by Captain Luke Oldham seconded by the Vice Chairman and the Chairman’s signature will be appended as a true record.
3. Chairman’s Report

South Tees is still conducting a recruitment and induction campaign via the Port Users to increase its team base, sadly depleted. We are open some evenings and now some mornings/ afternoons. We have established a new routine of awareness raising for seafarers –

- MNWB leaflet to all vessels via pilots
- South Tees’ leaflet to all vessels via agents
- South Tees’ daily information slip to all crew by Stella Maris ship visitors
- Website
- Ship visitors bring crew to Centre during the day

The Secretary reports to the Port Users re use of the levy and to IHQ by monthly and other required reports.

South Tees spent half a day with the Regional Operations Manager discussing the Constitution and the Branches Handbook, and this work was prepared and submitted in advance.

South Tees has prepared the 2024 WorkNest audit and has continually updated all documents throughout the year.

South Tees now has a defibrillator.

The Chairman and Regional Operations Manager, in conjunction with the Financial Manager and Stella Maris Chaplain, are refining plans for the new Centre and the Chairman is also in dialogue with the German Seamen’s Mission.

South Tees responds immediately to all requests and directions from IHQ and keeps the Regional Operations Manager informed of all issues.

Our team members are contacted daily and we take care of their well being. This is all done by our voluntary team as we have no Mission to Seafarers Centre Manager nor Chaplain and in addition to our hours of opening, we estimate another 30 hours’ per week are expended by the voluntary team. The integration with Stella Maris is superb and we strive constantly to improve. We liaise with North Tees and Hartlepool and serve on the Committee. Our chairman heads up the MNWB Tees PWC, in common with many other Mission to Seafarers’ local chairmen. We have a set of Key Performance Indicators, revised and on the WorkNest portal/hub.

4. 2022 Accounts – the accounts were formally agreed at the July Committee meeting and are now adopted by the AGM.
  5. Appointment of Auditor – Azets confirmed and thanked.
  6. Appointment of Officers
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|-------------------|-----------------------|
| Chairman          | Captain J L Drewitt   |
| Vice Chairman     | Deacon Peter Barrigan |
| Financial Manager | Christina Cordell     |
| Secretary         | Alèxe Finlay          |

AGM Minutes

