



157th Annual General Meeting of the Institute

Held online on Sunday 26th September 2021 at 14:00

MINUTES

Chair: President, Dr Philip Deakin

Minutes: Emma Dalton

In attendance:

Full Council (Philip Deakin, Emma Barker, Emma Dalton, Hananja Brice-Ytsma, Nick Hardiker, Melinda McDougall, Martin Schoenbeck and Robyn Soma) plus members of the Institute online (names recorded and listed at the end of these minutes).

1. **Presidential address:** was made by the Institute's President, Dr Philip Deakin
2. **Formal opening of the AGM:** The chair formally opened the meeting
3. **Appointment of scrutineers:** UK Engage appointed.

Proposer – Frances Watkins
Secunder – Schia Mitchell Sinclair
4. **Apologies for absence:** Katie Dobiesz and Ann Jones.
5. **Obituaries:** These were noted for David Potterton, Deborah Kinloch, Annette Zeylstra and Andrew Stableford. A period of silence was observed.

Ordinary Business

6. **Minutes of the 156th Annual General Meeting held on 27th September 2020 online.** These minutes had previously been circulated. Those present recorded them as a true record.

Proposer – Alison Morton
Secunder - Frances Watkins
7. **Matters arising from the minutes (previously circulated).** None submitted.
8. **Annual Report (as circulated).** Frances Watkins' request for member numbers to be included in annual reports. Council agree, and will ensure this is included in all further annual reports. Current numbers will be circulated to members in the next newsletter.

The reports were approved by voting under Ordinary Business 1.

9. **Adoption of Financial Accounts (previously circulated).** Question from Peter Neumann asking for a breakdown of Trade Creditors. Emma Dalton was able to explain that due to computerisation, our accounts are able to show realistic figures for actual accounts. Several creditors submitted invoices ready for payment in January including website, design, CPD Speakers, MAP plus smaller amounts.

The reports were approved by voting under Ordinary Business 2

10. **Election of Accountant 2021**

Council proposed that we continue to use Francis Clark in Exeter for a further twelve months. This was approved by voting under Ordinary Business 3.

11. **Election of Directors to Council:** (as circulated)

President - Robyn Soma

Vice- President - Melinda McDougall

Honorary Treasurer - Martin Schoenbeck

Honorary General Secretary - Emma Barker

Director – Katie Dobiesz

This was approved by voting under Ordinary Business 4, 5, 6, 7 and 8.

12. **Election of Accreditation Board:** (as circulated)

Dilis Clare

This was approved by voting under Ordinary Business 9

13. **Ordinary and Special Resolutions** (as circulated)

Special Resolution 1

Contributions were made to the discussion on SR 1 by Laura Stannard.

Special Resolution 2

Contributions were made to the discussion on SR 2 by Peter Neumann.

14. **Reminder to vote on Ordinary and Special Resolutions as presented.**
Open for one hour after meeting closes.

15. **Other Essential Business**

Thanks were given to Nick Hardiker and Emma Dalton for their work on Council as they are standing down. Both gave short speeches of thanks. A vote of thanks to all on Council was proposed by Laura Stannard and supported by Schia Mitchell Sinclair, Gillian Leddy Prescott, Alison Morton and Vivian Craig.

Emma Barker made a speech thanking Philip Deakin from the whole of Council and members for all his work on behalf of the Institute.

Closing Speech

Philip Deakin, President made a speech and closed the meeting.

End of Business at 15:00

Attendees:

Vivian Craig
Virginia Irvine-Fortescue
Timothy Morris
Ro Westlake
Peter Neumann
Paula McCreary
Nikki Hawkes
Melissa Ronaldson
Mary St Rose
Laura Stannard
Kevin Orbell-McSean
Julian Barker
Helen Phillips
Gina Webley
Gillian Leddy-Prescott
Frances Watkins
Elena Renier
Calder Bendle
Barbara Lewis
Audrey Wright
Alison Morton
Abi Akinola
Paul Hambly