

MINUTES OF THE ANNUAL GENERAL MEETING

Held on Tuesday 10th March 2020
at the Double Tree Hilton, Bristol City Centre

1. Welcome and opening remarks from the Chair

The meeting opened at 9.00am. Polly Harrow welcomed members to the meeting.

2. Apologies for absence

There were no apologies received.

3. Minutes of last AGM

The minutes of the last AGM were accepted as an accurate record.

Proposed by: Julia Breakwell, Heart of Worcestershire College

Seconded by: Jane Linsell, South & City College Birmingham

All in favour.

4. Matters Arising

There were no matters arising.

5. Annual Report: Officers' Reports

5.1 Chair's Report

Polly Harrow confirmed that the Annual Report had been made available on the website and emailed to members in advance of the Conference in line with the timescales as stated in the Constitution.

Polly asked for any questions from the floor. None received.

5.2 Treasurer's Report and Financial Statement

5.2.1 Wayne Dewick presented the accounts for 2018-19 as detailed in the Annual Report and on the accompanying AGM slides.

Wayne drew out headline figures including an Income figure of £124,717 generated largely via subscriptions (c. £65,000) and conference (c. £53,000).

Expenditure overall was £128,656, which was an increase of approximately £2,000 on the previous year.

This was attributable to changes in the awards structure, an increase in conference costs and a late invoice coming into 2018-19.

Proposed by: Wayne Dewick, North Lindsey College

Seconded by: Jane Linsell, South & City College Birmingham

All in favour.

5.2.2 Approval of Budget 2020-21

Wayne presented the draft budget for 2020-21. There are no significant differences to the proposed budget for 2020-21. However, at this early stage it is 'dynamic' and it will be reviewed again in 3 months' time at the Exec meeting in July.

Acceptance of the budget was:

Proposed by: Wayne Dewick, North Lindsey College

Seconded by: Lisa Humphries, Chichester College Group

All in favour.

5.2.3 **Appointment of Auditor**

Wayne informed members that Streets Accountants continue to provide a good services and remain competitive in terms of services and charges. Wayne proposed the re-engagement of Streets for the forthcoming year.

Proposed by: Wayne Dewick, North Lindsey College

Seconded by: Mandy Davis, Halesowen College

All in favour.

6. **NAMSS Constitution**

Polly confirmed there were no changes to the Constitution this year. Therefore the Constitution approved in March 2019 is the version we will use for 2020-21.

7. **Election of Executive**

Polly informed members that there are still 2 vacancies on the Board. Therefore an election is not required.

The Executive stands as follows:

Polly Harrow, Kirklees College - Chair

Wayne Dewick, North Lindsey College –Treasurer

Joe Baldwin, Bridgend College

Julia Breakwell, Heart of Worcestershire

Sharon Cousins, Richmond Upon Thames College

Mandy Davis, Halesowen College

Lisa Humphries, Chichester College Group

Jane Linsell, South & City College Birmingham

8. **Any Other Business**

8.1 There was no other business.

The meeting closed at 9.20am.

Jackie Cannell
11th March 2020