

IRRV East Midlands Association Annual General Meeting

25th April 2018 | 2.00pm

Gedling Borough Council

Present: Gordon Heath, Claire Moses, Andrew Solley, Alan Lemmon, Janet Bentley, Rob Andrews, Kathryn Ellis, Beverley Graham, Carla-Maria Heath (non-voting), Mike Carr, Adrian Johnson, James McKillop, Roy Thompson, Simon Hamilton.

Minutes

1. Apologies for Absence

1.1 Apologies were received from Martin Walmsley, Gita Mistry, Andrea Grinney, Mark Fearn, Paul Bowden, Louise Webb and Alistair Townsend.

2. Minutes of Last AGM – 12th April 2017 at Gedling Borough Council

2.1 The minutes of the last AGM, held on 12th April 2017 at Gedling Borough Council, were proposed as a true and accurate record of that meeting by Claire Moses, seconded by Mike Carr and were approved by the meeting.

3. Matters Arising

3.1 None

4. Association Report 2017/18

4.1 The Association Secretary, Andrew Solley, presented a report to the meeting on the Association's activities over the past year as follows:

4.2 On 12th April 2017, the Association's AGM was held at the offices of Gedling Borough Council in Nottinghamshire.

4.3 On 25th May 2017 at the offices of Gedling Borough Council, an executive committee meeting was held in the morning and in the afternoon; a paper was presented by Dave Chapman providing a review of the first three years of the Tribunals, Courts and Enforcement Act as well as a paper on the procurement process from the point of view of a

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local authority and from the point of view of a company providing enforcement agent services.

- 4.4 On 30th June 2017 at the offices of Peterborough City Council, an executive committee meeting was held in the morning and in the afternoon; a paper was presented by Roger Messenger on check challenge, appeal and the private sector's early experiences of operating within the new legislation.
- 4.5 On 3rd July 2017, the IRRV hosted an inter association golf tournament in Nuneaton. The East Midlands Association entered a team consisting of Rob Andrews, David Bingham, Andrew Solley and Bill Robinson. The team was not successful on this occasion.
- 4.6 On 8th September 2017 at the offices of South Kesteven District Council, an executive committee meeting was held in the morning and in the afternoon; papers were presented by Andrew Hobley, Assistant Ombudsmen and Deven Ghelani, Director of Policy in Practice, on recent ombudsman decisions and on tracking the prospects of low income households respectively.
- 4.7 On 12th October 2017 at the offices of Daventry District Council, an executive committee meeting was held in the morning and in the afternoon; papers were presented by Gary Layzell on the themes emerging from reviews of CTRS schemes nationally and by Simon Bailey on the future of the digital revenues and benefits service.
- 4.8 On 24th November 2017, the Association held its 15th Annual dinner dance at the Casa Hotel in Chesterfield. This event was attended by over a hundred guests and sponsors.
- 4.9 On 7th December 2017, an executive committee meeting was held at the Whipper In Hotel in Oakham, Rutland.
- 4.10 Also on 7th December 2017, the Association held its Christmas lunch at the Whipper In Hotel in Oakham.
- 4.11 On 5th January 2018 at Leicester City Hall, an executive committee meeting was held in the morning and in the afternoon; a paper was presented by Caroline Wright, of Milton Keynes Council, on how to approach the NNDR1 return.

5. Presentation of Association's Accounts

- 5.1 The Treasurer, Alan Lemmon, presented the Association's audited accounts for the year ended 31st December 2017, to the meeting. These accounts can be viewed on the [IRRV East Midlands Association website](#).

- 5.2 The Treasurer expressed his thanks to all the sponsors of the Association's Dinner Dance and Christmas Lunch and also to all the authorities that had hosted meetings during the year.
- 5.3 The Treasurer announced that £860.50 was raised this year for the President's charity, [Nottingham Children's Hospital](#).
- 5.4 Excluding charitable donations, the Association has made a surplus of £37.21 during the 2017 financial year.
- 5.5 The Treasurer invited any questions on the accounts from the meeting. No questions were raised.
- 5.6 Approval of the accounts was proposed by Alan Lemmon, seconded by Adrian Johnson and agreed by the meeting.
- 5.7 Alan Lemmon announced that he is resigning from the executive committee and the post of Treasurer with immediate effect. Alan thanked the executive committee members for their commitment and support over the past years and he wished his successor all the best.

6. Installation of Association President for 2018/19

- 6.1 Andrew Solley offered Alistair Townsend's thanks to the Association's executive committee for their support during his presidential year.
- 6.2 Andrew Solley, on behalf of Alistair Townsend, thanked all members for their support of his chosen charity, Nottingham Children's Hospital.
- 6.3 Andrew Solley, on behalf of Alistair Townsend, proposed Claire Moses as Association President for 2018/19. This nomination was seconded by Kathryn Ellis and unanimously agreed.
- 6.4 Andrew Solley presented the Presidential chain of office to Claire Moses on behalf of Alistair Townsend.
- 6.5 Claire Moses presented a silver salver to Alistair Townsend on behalf of the Association to commemorate his Presidential year. This was accepted by Andrew Solley on Alistair's behalf.
- 6.6 Claire Moses announced her chosen charity for the forthcoming year as the [British Heart Foundation](#).
- 6.7 Claire Moses thanked Mike Carr for introducing her to the Association and thanked the executive committee for their assistance in the formation of the Association's programme for 2018/19.
- 6.8 Claire Moses briefly introduced the Association's programme for the forthcoming year.

7. Installation of Association Vice President for 2018/19

7.1 Claire Moses proposed Louise Webb as Association Vice President for 2018/19. This nomination was seconded by Mike Carr and unanimously agreed.

7.2 The Vice Presidential chain of office was presented by Claire Moses and accepted on Louise Webb's behalf by Andrew Solley.

8. Election of Executive Committee Officers for 2018/19

8.1 Officers of the executive committee were proposed by Claire Moses, as follows:

Andrew Solley
Association Secretary

James McKillop
Treasurer

Rob Andrews
Assistant Association Secretary

Louise Webb
Education Liaison Officer

Simon Hamilton
Membership Officer

Michael Lacey
Auditor

Ashok Thakrar
Auditor

8.2 The motion was proposed as a block vote by Claire Moses, seconded by Mike Carr and agreed unanimously.

9. Election of Executive Committee Members for 2018/19

9.1 No ballot was held for the election of executive committee members as no published proposals were contested. Members of the executive committee were proposed by Claire Moses, as follows:

Gita Mistry

Member of Association Executive Committee

Adrian Johnson

Member of Association Executive Committee

Mike Carr

Member of Association Executive Committee

Andrea Grinney

Member of Association Executive Committee

Paul Bowden

Member of Association Executive Committee

9.2 The motion was proposed as a block vote by Claire Moses, seconded by James McKillop and agreed unanimously.

9.3 The following members are members of the executive committee by virtue of the fact that they are immediate past presidents, or members of National Council in accordance with rule 6 of the Association rules:

Alistair Townsend

Immediate Past Association President

James McKillop

Past Association President 2016/17

Ivan Carvath

Past Association President 2015/16

Mark Fearn

Past Association President 2014/15

Kevin Stewart

IRRV Council Member

Alistair Townsend

IRRV Council Member

10. Results of Election Ballots (if required)

10.1 Item not applicable as no ballot was required.

11. Formation of Sub-Committee for Education and Training Events

11.1 Members of a sub-committee for the management of education and training events were proposed by Claire Moses, as follows:

Louise Webb

Chairman of Education and Training Events Sub-Committee

Claire Moses

Member of Education and Training Events Sub-Committee

Rob Andrews

Member of Education and Training Events Sub-Committee

11.2 The proposal was seconded by Mike Carr and agreed unanimously.

12. Formation of Sub-Committee for Social Events

12.1 Members of a sub-committee for the management of social events were proposed by Claire Moses, as follows:

Andrew Solley

Chairman of Social Events Sub-Committee

Claire Moses

Member of Social Events Sub-Committee

James McKillop

Member of Social Events Sub-Committee

12.2 The proposal was seconded by Alan Lemmon and agreed unanimously.

13. Any Other Business

13.1 None

Meeting closed at 2.30pm