



## IRR V EAST ANGLIA ASSOCIATION AGM

|                   |                            |                |                |
|-------------------|----------------------------|----------------|----------------|
| <b>Date:</b>      | 28 <sup>th</sup> June 2016 |                |                |
| <b>Present: :</b> | Laura Leicester            | Sonia Foster   | Ian Sims       |
|                   | Jo Stanton                 | Lesley Walker  | Kevin Jay      |
|                   | Rachel Holman              | Sharon Jones   | Michael Barnes |
|                   | Sean Knight                | Tanya Bandekar | Adrian Mills   |
|                   | Debbie Greenwood           | Alan Thompson  | David Magor    |
|                   | Lauren Appleby             | Stuart Brabben | Jim McCafferty |
|                   | Paul Corney                | Colin Thrower  |                |
|                   | Jo Peacock                 | Ian Davies     |                |
|                   |                            |                |                |
|                   |                            |                |                |
| <b>Apologies</b>  | Simon Quilter              |                |                |
|                   | Alison Cole                |                |                |
|                   | Anthony Drown              |                |                |

| Item     |   | Action |
|----------|---|--------|
| <b>1</b> | <p><b>Chairman's address</b></p> <p>Laura thanked everyone for attending and their continued support of the local IRRV branch.</p> <p>Laura then completed the general housekeeping duties and ran through the timescales of the day.</p> <p>Laura thanked Rossendales and Capita for their continued support and the sponsorship that allowed the day to take place.</p> <p>Laura thanked those on the committee for their support, and for all the well-attended events and training that had been put on over the last year.</p> |        |
| <b>2</b> | <p><b>Minutes of previous AGM</b></p> <p>Agreed</p>   |        |

|                 |  |  |
|-----------------|--|--|
| <p><b>3</b></p> | <p><b>Election of Officers:</b></p> <p>Laura thanked the Executive Committee for their support during the past year and all members for their support and participation in seminars and events and the ARP for providing accommodation for meetings.</p> <p>The following officers and Executive members were nominated in bulk by Paul Corney and Seconded by Jo Stanton.</p> <p>Chair – Sean Knight<br/> Vice Chair – Adrian Mills<br/> Secretary- Jo Stanton<br/> Treasurer – Paul Corney<br/> Auditor – Simon Quilter<br/> Education Liaison- Jo Peacock<br/> Webmaster - Jo Stanton</p> <p><b>Executive members</b><br/> Lesley Walker<br/> Colin Thrower<br/> Stuart Brabben<br/> Tanya Bandekar<br/> Alison Cole<br/> Sonia Foster<br/> Rachel Holman<br/> Laura Leicester</p> <p>Sean now takes over the Chair role and thanks everyone for their nominations and work done to put on the various excellent events</p> |  |
| <p><b>4</b></p> | <p><b>Secretary's Report</b></p> <p>I would like to thank everyone that has supported me in this role over the last year.</p> <p>We have had 3 Exec meetings which have been well attended<br/> 22<sup>nd</sup> September 2015 - Current Trends in Insolvency where we had Paul Bowden from Wilkin Chapman LLP speak</p> <p>10<sup>th</sup> December 2015 – Speakers were from Datatank &amp; DWP Update – FERIS where we had Cheryl Eaver speak.</p> <p>29<sup>th</sup> April 2016 - Business Rates Avoidance by Cain Ormondroyd &amp; the Discretionary Powers a Billing Authority Has To Award Relief delivered by Gary Watson</p> <p>The attendance for the NNDR session was exceptional– I would like to thank all staff that attended and offered their support in organising these sessions and ensuring room bookings.</p> <p>Rachel Holman</p>  |  |
| <p><b>5</b></p> | <p><b>Education/Training report</b></p> <p>In the last 12 months IRRV East have arranged and successfully delivered 3 quality training courses across Revs and Bens. In</p>  |  |

|   |  |  |
|---|--|--|
|   | <p>comparison to previous years, it's been reasonably busy for education. Thankfully we have had a very high level of take-up. In preparing these courses, I have been careful to research and choose the right training provider and thankfully they haven't disappointed.</p> <p><b>Oct 2015 – Introduction to Business Rates</b><br/> Delivered by Dave Marsden at AVARTO Bertelsmann<br/> The course was charged out at £100 per delegated, which was extremely good value for Local Authorities.<br/> The course was well attended, with 14 delegates across East Anglia (ARP, Ipswich, Broadland &amp; Nth Norfolk).<br/> The feedback was rated as 4.5 (out of 1-5) with no specific learning issues raised.</p> <p><b>Dec 2015 – HB Claimants from Overseas</b><br/> Delivered by Andy Thurman at HBInfo<br/> A slightly more expensive course, so we charged places at £150.00 still very good value for Local Authorities.<br/> The course was originally limited to 15 places, however due to demand I squeezed in another 2 places. Delegates attended from ARP, Kings Lynn, Nth Norfolk, Gt Yarmouth &amp; Cambridge so covered 11 Local Authority's across East Anglia.<br/> Only 6 delegates provided feedback, which was in the main 4-5/5 with only a couple of '3's' for venue facilities (the room was very full)</p> <p><b>May 2016 – HB Self Employed</b><br/> Delivered by Peter De La Mothe at HBInfo<br/> The course was charged out at £150.00 per delegate and was limited to 15 places.<br/> Due to a last minute plea for a place, we sold 16 places with delegates attending from ARP, Cambridge, Broadland and South Norfolk.<br/> Peter was very well received and delivered a comprehensive and quite entertaining course.<br/> The feedback was again very good, with comments such as 'interesting', 'lots of examples' &amp; 'well presented', there were no negative comments. Most of the delegates asked that we arrange a Company Directors course which I plan to arrange in the coming months.</p> <p>I am also keen to ensure we meet the training needs within all Revs &amp; Bens Depts across the East, so if anyone has any requests for courses, please do email me and I will make some enquiries.</p> <p>Thank you to everyone who has supported the courses by booking places.</p> <p>Jo Peacock</p> |  |
| 6 | <p><b>Treasurers report</b></p> <p>Completed and submitted by Paul, and have been audited by Simon –</p> <p>The financials are looking very healthy thanks to sponsorship and the ability to provide good training at a good cost.</p>   |  |

|   |  |  |
|---|--|--|
|   | <p>Paul pointed out there is provision for bad debt due to a sponsorship not being fulfilled but Paul hoped this would be paid shortly.</p> <p>The Treasurers report was approved – Copy available on request</p> <p>Paul Corney</p>   |  |
| 7 | <p>Presentation given by David Magor &amp; Jim McCafferty</p> <p>Included:</p> <ul style="list-style-type: none"> <li>• The association and the problems facing local government</li> <li>• Excellent work done by local authorities</li> <li>• Brexit -what it may mean for local Government and the association and what its impact may be looking towards the future</li> <li>• Possible regulation changes and changes to benefits</li> <li>• The running of the organisation</li> </ul> |  |
| 8 | <p>Sean gave thanks for all the reports and the presentation by David and Jim.</p> <p>Sean also gave thanks to Laura and all the had work that goes on behind the scenes to make the East Anglian branch of the IRRV successful</p> <p><b>Meeting closed</b></p>   |  |