

Annual General Meeting

Sun Hotel, Hitchin, Hertfordshire on Wednesday 19th April 2017 at 6.30pm

Persons attending:

Branko Bjelobaba, Graham Williams, Michael Brett, David Korn, Chris Lowe, Peter Checketts, Paul Swanton, Brian Alderton, Jeanette Alderton, Yvonne McCormick, Gavin Potter, Nicola Wilson and Mark Morris.

Apologies:

Andrew Watson, Alistair Body, Colin Birch, Stephen Wilson, Clare Surgeon and Yousuf Hamid.

Convening of Meeting:

The President welcomed all members to the Annual General Meeting and announced the housekeeping arrangements. Apologies for absence duly noted as above.

(The minutes following the AGM on 18^h April 2016 were agreed as a true record and formally approved at our Council meeting on 9th May 2016.)

ORDINARY BUSINESS

Annual Reports of Council

President

1. Report circulated to attendees before the meeting. The President expressed appreciation for the support given to him by all Council Members. Branko reported on what has been a most energetic and successful year, which included providing a programme of 26 hours CPD and visits to key major employers such as Allianz and A J Gallagher. Branko wished Graham and Michael well in the coming year.

A copy of the report can be found at the end of the minutes.

Council

Other reports were circulated to attendees before the meeting including Secretary incorporating Education and CPD support, Careers, Dinner, Charities, and Sports and Social. These can also be found at the end of the minutes.

The reports were considered and agreed by those present. There was discussion regarding the progress made, achievements during the year and the challenges faced ahead.

Treasurers Report

Accounts for the year to 31 December 2016

The end of year financial statements were circulated to attendees for consideration and adoption before the meeting. - A copy is attached with these minutes. Moore Stephens are currently auditing our accounts and they will be presented at our next Council meeting on 9th May for approval.

Appointment of an Examiner of Accounts

The motion

"THAT The Insurance Institute of Bedford & Milton Keynes', external examiner, David Peake, be appointed as the Examiner of Accounts for the Presidential Year 2017/8 was proposed by Branko, seconded by Graham and agreed unanimously.

Elections of Council

The President read out the names of the nominated members for election to Council in the year 2017/18 all of whom had been formally selected and agreed by Council members prior to this meeting.

The following Officers were elected:-

President: Graham Williams

Proposed by Chris seconded by Paul and agreed unanimously.

Deputy President: Michael Brett

Proposed by Chris, seconded by Paul and agreed unanimously.

Life Vice Presidents: Noted as - Dick Richardson, Brian Alderton and Andrew Watson.

Voting Vice Presidents: Branko Bjelobaba, Chris Lowe and Alistair Body.

Council for 2017/18 as listed below were elected en-bloc. Proposed by Branko, seconded by Graham and agreed unanimously.

Secretary: David Korn

Treasurer: Nicola Wilson

Dinner Secretary: Chris Lowe

Careers Officer: Peter Checketts

Charities Officer: Paul Swanton

Sports & Social Secretary: Mark Morris

Council Members:

Those holding no office: Stephen Wilson, Colin Birch, Yvonne McCormick and Gavin Potter.

Brian Alderton and Jeanette Alderton, after many years of loyal service, have decided to retire from Council. Branko thanked Brian and Jeanette for their excellent contribution and their commitment to our local Institute. The AGM warmly acclaimed their many years of service and a presentation was made at the subsequent social event.

SPECIAL BUSINESS

Transfer of office

The new president Graham Williams thanked the past president Branko Bjelobaba for his year in office. Graham received the presidential chain of office.

Graham gave a short speech, in which he highlighted the inspirational qualities of Branko and how he was looking forward to working with all Council members so that we can deliver another great year.

Chris Lowe presented Branko Bjelobaba with his past president's badge with three bars.

Date of next year's AGM

The date of next year's AGM was agreed as 18th April 2018 at the Sun Hotel.

President _____

Date _____

PRESIDENT'S REPORT

Well wasn't that a quick year?! This is my third term as president (1996/97 and 2000/01 before) so following Chris (who has done four terms) I was up for a walk in the park! I have worked with an energetic council who have supported as much as they have been able to and it has been a pleasure to serve our members as volunteers. I was able to call on Allianz and Gallagher's in Luton to brief them on what we offer as the local CII and did the same for Towergate in Chris's year. Engagement with key employers is key going forward.

We have delivered more CPD than is needed and scored really well on the CII assessment for LIs hence our grant has been greater and we have spent the money allocate to us unlike some other LIs who seem to want to keep it!

I am particularly grateful to David Korn who has supported us fully for the last two years and enabled us to deliver a better service to our members. I wish Graham and Michael well as they take the helm of our institute going forward.

Branko Bjelobaba FCII, MIoD

Chartered Insurance Practitioner

President 2016/17

SECRETARY'S REPORT

Membership:

On 1st March 2017 the Insurance Institute of Luton & St. Albans had 1,173 members of which 436 were PFS members.

All our communications are issued via email and via our website which is updated with forthcoming events as well as review of previous events.

We do not have email addresses for all our members as a proportion have opted out of receiving communications.

We do encourage members to opt in so we have the opportunity to alert members of events that will help with their Professional Development.

Education and CPD support:

We have delivered a wide range of CPD events. We planned our programme based on member feedback and we ensured topics were relevant, varied and matched our membership profile.

The following topics were covered

- The Insurance Act;
- Health and Safety;
- Professional Indemnity;
- Cyber-crime;
- Structuring a speech;
- Current developments in Forensic Science;
- Insurance Terminology teasers;
- How to make LinkedIn to work harder;
- Civil wrongs and legal liabilities;
- Persuasion and Influence;
- Revision and Study Techniques;
- FCA update for General Insurance Brokers.

This amounted to **26** CPD hours of support.

In total our attendance throughout the year reached **286** and it was encouraging to see so many new members supporting our events where we have received consistently strong feedback.

We continue to welcome suggestions for future seminars topics.

David Korn ACII APFS

Secretary

DINNER SECRETARY'S REPORT

The 2016 Annual Dinner was held on 21st October 2016 at the Hatfield Oak hotel. Numbers were down on 2015 (at the same venue) and the evening was something of a disappointment – due not only to the lack of support from larger employers in the area, but also to poor service, a sub-standard meal, and a generally apathetic attitude on behalf of management at the venue. The after-dinner speaker was also disappointing.

From the accounts, it can be seen that the cost of the dinner was £4,570 but due entirely to Graham Williams' efforts, we received a refund from the hotel of £800, giving the final expenditure of £4,273.05 and therefore a net surplus of £296.95.

The 2017 dinner will be held on 15th September, at a new venue and with a new, hopefully more 'now' format. It is also hoped that more of our large employers can be persuaded to back this year's event

Chris Lowe ACII

Dinner Secretary

CHARITIES REPRESENTATIVE REPORT

We were able to forward a total donation this past year circa £1000 including gift aid contribution following the raffle and auction undertaken at our annual dinner in October 2016. A big thank you to all involved in raising these essential funds.

As I noted in my report this time last year re the few cases in our patch, I have not been needed to undertake any home visits this last presidential year.

I hope this is because there are no members of the insurance industry in our region that requires any help and assistance but no doubt it is because those who require assistance are not aware of the charities existence and what it is able to do.

2016 -The year in numbers:

A total of **£1,225,174.48** was awarded to help current and former insurance employees and their dependants in UK and Ireland.

The largest award was £45,000 to pay for specialist treatment not available on the NHS.

Other items awarded: 53 children's activities, 10 washing machines, 4 pairs of glasses, 3 funerals and 2 wigs.

Almost 300 hampers were sent out to beneficiaries last Christmas.

£119,124 was received in fundraising from local institutes.

The review of the charity's governance continues with the aim of ensuring that the Charity continues to be fit for purpose and follows best practice guidelines. The new, reduced sized Board is pressing on with looking at all aspects of the Charity's operations. Following a review of a recent skills audit there will be an opportunity for others, actively involved in the industry, to bring their talents and experience to the table to benefit the Charity and the many hundreds of individuals and families it supports either through independent advisory roles or by joining the Charity's Board.

The charity shall continue its quest to increase the profile of the charity as well as continuing the charity's programme of providing practical support to the current and future beneficiaries.

This year's insurance charities awareness week is from **19 June – 23 June**. Office representatives have already had initial contact directly from the IC to raise awareness and to seek agreement to display publicity materials in offices. More details will follow shortly.

If any council members are able to publicise the IC with their offices as part of the awareness week or at any other time, please let me know and I will arrange for suitable material to be made available.

Finally I wish to thank the Council for the opportunity of serving the Insurance Charity in this capacity and for the support given this past year,

Paul Swanton Dip CII

Charities Representative

SPORTS & SOCIAL SECRETARY REPORT

Events were held in the 2015/6 year as follows:-

- Annual Cricket Event – 6th September 2016.
- Annual Golf Day – Millgreen Golf Club 23rd September 2016.
- General Knowledge Annual quiz- Monday 14th November 2016.

The feedback from members was positive and enjoyed by those that attended.

I have recently been appointed to the role of Sports and Social Secretary and working on some new ideas and would welcome any ideas or suggestions for future events.

Mark Morris Cert CII

Sports and Social Secretary

TREASURER'S REPORT

Moore Stephens are currently auditing our end of year 2016 accounts, and these accounts will be made available once completed for acceptance at the next council meeting.

Meanwhile a 2016 summary is made available for the AGM.

Our Q1 2017 end balance was £6,397.99 so as we are now in a very healthy position.

Nicola Wilson Cert CII

Treasurer

CAREERS SECRETARY'S REPORT

The year has been one of the busiest I can recall in terms of careers activity and I am grateful to fellow council members for their support at the various events which we supported.

Together, we hosted school careers events at a good number of locations, presented to 200 plus Finance undergraduates at University of Herts Business School and for the first time witnessed the Discover Risk Board Game being played at N Herts College.

I am concerned that the level of vacancies in the profession may not reflect the work we, Caspar Bartington and his team are undertaking, but perhaps as opportunities for graduates seem fewer, those for apprenticeships may be correspondingly greater.

There has been a distinct improvement in dialogue with Education personnel at Aldermanbury and I anticipate another year of opportunity for further careers dialogue in the local community.

Peter Checketts ACII, SIRM

Careers Secretary