**Minutes**

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| **Subject:** | Minutes of Insurance Institute of Southampton Council AGM |
| **Location:** | Zoom Conference Call |
| **Date and Time:** | 01 May 2020 13:00 |
| **Meeting Closed:** | 13:41 |

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| **Present:** | **Apologies:** |
| The President, Alan Kafoor, chaired the meeting. The names of those present on the Zoom call were recorded on the attendance sheet (attached) and a copy will be appended to the formal AGM register. | Paul Arnold (Council) & Matthew James (Prize winner) |

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| The President opened the meeting by acknowledging that whilst the Constitution states that members need to attend the AGM in person, the unprecedented circumstances of the Covid 19 Pandemic meant that whilst holding the AGM via teleconference was unconstitutional, these were exceptional circumstances and we needed to be pragmatic.  **Minutes from last AGM:** |
| Minutes from the 2019 were circulated, agreed and approved. Proposed by Alyson Farmer and seconded by Paul Cockcroft-Oliver. |

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| **Matters Arising:** |
| None |

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| **Presentation of accounts:** |
| The Treasurer presented her finance report and audited accounts, as is attached. It was confirmed that copies of the audited accounts for the accounting year 1st January to 31st December 2019 can be made available, please ask Sarah Hunt or a member of Council.  The Treasurer confirmed that Lee Smith and Paul Cockcroft-Oliver would continue in their appointed roles of Examiners of the accounts for the 2020 accounting period.  Proposed by Ed Morell and seconded by Paul Cockcroft-Oliver. |

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| **Reports from officers:** |
| Reports were presented, copies are attached;  Examinations – Presented by Paul Cockcroft-Oliver  Charities visitor – Presented by Paul Cockcroft-Oliver  Charity Awareness & Fundraising – Presented by Diane Cutler (updated during the meeting to include the Next Gen Dinner Ticket donated by Paul Cock-croft Oliver, Diane apologised for this omission)  Programme – Presented by Claire Collings  Membership – Presented by Jude Pilcher  Dinner – Presented by Alyson Farmer  PFS – Presented by Ed Morell  The President thanked each of the officers and their teams for their hard work this year.  Proposed by Alyson Farmer and seconded by Jude Pilcher. |

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| **Election of Principal Officers:** |
| The following were elected as officers for 2020/2021;  Secretary – Alan Kafoor  Treasurer – Sarah Hunt  Programme (Education secretary) – Claire Collings  Dinner Secretary– Alyson Farmer  Sports & Social Secretary – Gareth Granger  Membership Secretary – Jude Pilcher  Charities Visitor – Paul Cockcroft-Oliver  Charity Awareness & Fundraising Officer – Diane Cutler  Exam Centre Coordinator – Paul Cockcroft-Oliver  Next Gen Chairperson – Abbie Christie  Diversity Champion – Abbie Christie  Communications Officer – Vacant  Regional Forum Officer – Alyson Farmer  Development Officer – David Nichols  Education Development Lead – Abbie Christie  PFS Representative – Ed Morell  Proposed by Paul Cockcroft-Oliver and seconded by Linda Cole. |

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| **Election of Council:** |
| The following were elected as council for 2020/2021;  Jenny Brown  Carolyn Joy  Linda Cole  Neil Sinclair  Rebecca Winterhalder  Will Slade  Amanda Dyke  Paul Taylor  Paul Arnold  Proposed by Alyson Farmer and seconded by Paul Cockcroft-Oliver |

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| **Election of President:** |
| Proposed by Alan Kafoor and seconded by Diane Cutler, Ed Morell was elected as president for 2020/2021. Alan ‘virtually’ presented Ed with his Presidents neck badge.  Ed thanked Alan for his sterling work during the past year and for the support Alan had provided Ed as Deputy President. |

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| **Election of Deputy President:** |
| Proposed by Paul Cockcroft-Oliver and seconded by Claire Collings, David Nichols was elected as Deputy President. |

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| **Election of Life Vice Presidents & Vice Presidents:** |
| For information, the Life Vice Presidents are;  Barry Smith  Mike Hillier  Dilys Gale  Ian Ritchie  The nominations for Vice President are;  Alyson Farmer  Rebecca Winterhalder  Judith Pilcher  Claire Collings  Alan Kafoor  Proposed by Linda Cole and seconded by Ed Morell. |

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| **Presentation of prizes:** |
| The following awards for examination successes were announced. A small cash award will be sent to the prize winners once The Treasurer has access to her workplace to organise the cheques. Christopher Gill & Christopher Page who were present on the call were congratulated on their achievement by the President Ed Morell and those present on the call.   1. Matthew James ……. the best Diploma in General Insurance 2. Marcus Artwell …….the best Advanced Diploma in General Insurance 3. Christopher Gill ……the best Certificate in Discretionary Investment Management 4. Paul Johnson …. the best Diploma in Financial Services 5. Christopher Page …….the best Advanced Diploma in Financial Services |

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| **Any other business:** |
| Ed outlined his main aims as incoming President which were to:   1. have more participation from PFS members in the institute activities and Council as a whole 2. reach out more widely to more of our membership both PFS & CII 3. have greater participation from PFS members at the Annual Dinner   The date of our next Council meeting is Monday 4th May via Zoom Conference call at 5.30pm  The date of the 2021 AGM will be 25th March 2021, at The Hilton at The Ageas Bowl, Botley Road, Southampton.  As there was no other business, the meeting was declared closed.  Attendees of the AGM held on 01 May 2020 at 1300 via Zoom Conference Call:   |  |  | | --- | --- | | John | Appleton | | Anthony | Bass | | Jenny | Brown | | Linda | Cole | | Claire | Collings | | Diane | Cutler | | Amanda | Dyke | | Alyson | Farmer | | Tim | Geoghean | | Chris | Gill | | Sarah | Hunt | | Carolyn | Joy | | Alan | Kafoor | | Edward | Morell | | David | Nichols | | Chris | Page | | Jude | Pilcher | | Paul | Taylor | | Will | Slade | | Gareth | Granger | | Hannah | Pendlebury | | Paul | Cockcroft-Oliver | |