

**The Insurance Institute of Leicester**  
**Minutes of the Annual General Meeting**  
**Tuesday 28 April 2015**  
**Stoneycroft Hotel, Leicester**

**1. Apologies**

Apologies were received from Simon Allbright, Roger Corp, Gill Ford, Michael Langman, Allison Marshall, Grant Scott

**1. Present**

Sue Banbury, Laura Bee, Martin Briers, Sue Dexter, Mal Fairhurst, Janice Fielding, David Hutchinson, Andy Miller, Julie Rayson-Flynn, Mary Rogerson, Deborah Southwick, Bruce Teago, Paul Thompson. Keith Torrance, Pete Willcocks

**2. Minutes of the AGM 2014**

Unanimously accepted as a true record and signed by AM as such.

**3. Matters Arising**

None

**4. Annual Report**

The Annual Report had previously been distributed with the AGM Notification and Agenda and has been uploaded to the website with member notification of the AGM. AM gave an overview and highlighted key activities, particularly referencing Centenary events and fundraising.

**5. Statement of Accounts**

Copies of the audited accounts had previously been distributed to Council Members. MF presented his report as follows:

‘Copies of the audited Accounts have been made available. These are financial records for the Calendar year 2014, our Centenary year, and a very busy year in terms of transactions and activity.

I have little to add to the statements provided other than to explain that the small net deficit shown for the year is due to the fact that we have paid charitable donations for two Presidential years in 2014 having paid Mosaic in March and LOROS in November.

I have also provided the meeting with a Statement of current Bank Balances as we start our new Business year, and which effectively shows our current reserves at £5,750 (37% of our current Grant)’.

MF invited questions to which there were none.

Proposed by Keith Torrance and seconded by Julie Rayson-Flynn.

## **6. ELECTION OF OFFICERS, VICE PRESIDENTS AND COUNCIL MEMBERS**

### **President**

In accordance with Rule 11, having been unanimously nominated by Council David Hutchinson, Dip CII was proposed by Bruce Teago and seconded by Mary Rogerson. When put to the meeting, David was declared elected.

### **Deputy President**

In accordance with Rule 11, having been unanimously nominated by Council Pete Willcocks, BA (Hons), MSc, FCII, Chartered Insurance Broker was proposed by Mal Fairhurst and seconded by Deb Southwick. When put to the meeting, Pete was declared elected.

### **Vice Presidents**

In accordance with Rule 12a

- Andy Miller Cert CII
- Deb Southwick, ACII, Chartered Insurance Practitioner
- Allison Marshall

being the three members who have last held the office of president of the institute and being in active business life become Vice Presidents.

### **Additional Vice Presidents**

Under Rule 12(b) such Members of The Chartered Insurance Institute whose service to The Chartered Insurance Institute or the institute or whose position or reputation in insurance or financial services, warrants special consideration, and who are actively involved in institute affairs:

- Simon Allbright ACII, Chartered Insurance Broker
- Sue Banbury Dip CII
- Martin Briers MPhil, FCII, Chartered Insurance Practitioner
- Brian Brookes Dip CII (Claims) MOR RP, MinstLM
- Roger Corp BSc (Hons) ACII FCILA
- Henryk Cynkar BA (Hons) FCII, Chartered Insurance Broker
- Janice Fielding FPFS, FCII, Chartered Financial Planner
- James Fogg Cert CII
- Gill Ford ACII Chartered Insurance Broker
- Pat Millers ACII, ABIBA Chartered Insurance Broker
- Ashwin Mistry OBE, ACII, Chartered Insurance Broker

- Stuart Randall FCII Chartered Insurance Broker
- Grant Scott ACII Chartered Insurance Broker
- Bruce Teago ACII
- Keith Torrance FCII, DMS, MCMI, Chartered Insurance Practitioner

**Existing Honorary Life Vice Presidents**

- John Shaw ACII
- Peter Hutchinson FCII, FFA, MCMI, MInstAM
- Mary Rogerson

Rules 12a & 12b proposed by Julie Rayson-Flynn and seconded by Laura Bee

**Nomination for Additional Honorary Life Vice President**

- Mal Fairhurst ACII, Chartered Insurance Practitioner

Proposed by David Hutchinson and seconded by Andy Miller.

At this point David Hutchinson should have presented Mal Fairhurst with a Vice Presidents Bar and Badge but this will be deferred to another occasion due to late delivery of the badges to CII by their suppliers.

David invited Mal to respond which is recorded at Appendix A with these Minutes.

**Members standing for re-election to Council (in addition to President, Deputy President and the specified Officer Roles detailed under rule 14 below)**

Under Rule 13 the following members have confirmed that they wish to be re-elected to Council:

- Sue Banbury Dip CII
- Martin Briers MPhil, FCII, Chartered Insurance Practitioner
- Henryk Cynkar BA (Hons) FCII, Chartered Insurance Broker
- Janice Fielding FPFS, FCII, Chartered Financial Planner
- Michael Langman BSc (Hons) Cert CII
- Allison Marshall
- Andy Miller Cert CII
- Julie Rayson-Flynn Cert CII
- Grant Scott ACII, Chartered Insurance Broker
- Deb Southwick ACII, Chartered Insurance Practitioner
- Bruce Teago ACII
- Keith Torrance FCII, DMS, MCMI, Chartered Insurance Practitioner

**Members standing for election to Council**

- Paul Thompson
- Sue Dexter Cert CII

**Members wishing to stand down from Council**

Brian Brookes Dip CII (Claims) MOR RP MinstLM

Gill Ford ACII, Chartered Insurance Broker  
Scott Hallett Cert CII

Andy Miller presented a statement of thanks for Brian's, Gill's and Scott's contribution to Council.

Rule 13 proposed by David Hutchinson and seconded by Pete Willcocks.

**Council Officers (in addition to President and Deputy President)**

Under Rule 14 the following were nominated

- Secretary Mary Rogerson
- Treasurer Mal Fairhurst ACII, Chartered Insurance Practitioner
- Education Secretary Laura Bee LLB (Hons)

Proposed by Keith Torrance and seconded by Andy Miller.

**PROFESSIONAL AUDITOR**

Under Rule 26, Council wish to nominate Roger Wilson ACA for re-election as Independent Examiner (auditor)

Rule 26 proposed by Janice Fielding and seconded by Martin Briers

**INVESTITURE**

Andy Miller presented David Hutchinson with the Presidents Chain of Office

David Hutchinson presented Pete Willcocks with the Deputy Presidents Collar

At this point David Hutchinson should have presented Andy Miller with his Vice Presidents Badge but this will be deferred to another occasion due to late delivery of the badges to CII by their suppliers.

Mary Rogerson  
Secretary  
May 2015

(For Appendix A – See over)

## Appendix A

### Honorary Life Vice President Award – MF Response

Mr President, Ladies and Gentlemen, I am genuinely thrilled to be nominated for this honorary title and consider it to be the ultimate accolade from one's peers, in the context of voluntary work for a local Institute – work which I do feel passionate about. So, I gratefully and respectfully accept the title.

I have obviously researched the many benefits this title allows me and I can confirm that I have chosen Saturday 6<sup>th</sup> of June as the day I will parade my personal flock of sheep along Gallowtree Gate, and drink as much beer as I want at O'Neils in Loseby Lane.

Joking apart, I would like to take this opportunity to make a few important observations and suggestions which I feel strongly about:

1. During the last 5 or 6 years, the Insurance Institute of Leicester has become one of the most successful provincial Institutes in the UK. We can be proud of our record, but it hasn't come about by accident.
2. Locally, things began to change in Leicester with the appointment of Sue Banbury as President in 2010. She changed the way we approached our planning and our educational programme. Allison Marshall, who followed Sue, started the initiative to create and develop the Young Members Group, now referred to as the Young Professionals. Then Janice Fielding arrived on the scene and helped give us a much better profile in respect of our service to our PFS members (who now represent 45% of our membership). Since then Deb Southwick and Andy Miller have both ensured we continued with a business-like, professional approach to all we do, with emphasis on CPD delivery, inclusion of PFS members and encouragement to the YP group, whilst maintaining an important and vibrant social balance to our activities.
3. So, I would also like to personally thank Sue, Allison, Janice, Deb and Andy for the major contributions you have each made.
4. Now, it is also worth mentioning that our President in 2009/10, Grant Scott, went on to hold key positions at the CII centrally, including overseeing a review into Local Institute Accounting and Reserves. This review led to the introduction of a Performance Assessment system and a radical overhaul of the way Grant funding for local Institutes was calculated. We have justifiably benefited from this review both in terms of status, and financially. As a consequence, our Grant for 2015 has been increased by 12%. I think it is important that we recognise the work that Grant Scott has done in his central role and congratulate him on his recent appointment as National Vice President with responsibility for Local Institutes – well done Grant!
5. However, we need to plan for the future, and have a clear succession plan for key roles. Notwithstanding what has gone before, and with respect to the President and Deputy President, the 4 most critical roles in this Institute, in my opinion, are Secretary, Treasurer, Education Secretary and Dinner Secretary. There are also other key tasks which are important, such as Membership Secretary and Examinations Administrator.

6. Now, if we look at the 4 key roles, I would challenge the views of the CII centrally, and say that I believe these key posts require people who will commit to the role for 3 – 5 years. We, obviously also need to identify potential future Presidents.
7. To achieve this we must first look at our current make-up and do something about it. Over 70% of the current Council has either been President, is about to be, and/or is over 50. This is not a good profile.
8. The “Young Professionals” initiative, launched by Allison Marshall and supported by subsequent Presidents, has been a major success. But, we must now get more of these young people to become active members of Main Council and get some of them to take on the key officer roles.
9. I personally perform a number of formal and informal roles within this Institute:
  - a. Treasurer (obviously)
  - b. Communications Administrator – email and eflyer admin
  - c. Seminar Support Admin
  - d. Quiz Night and Treasure Hunt Organiser
  - e. Sponsorship Organiser
  - f. Exam Prizewinner Admin
10. Well, I need to tell you that I intend to stand down shortly, and retire to do something completely different as I pass the age of 70. I will definitely continue delivering all of my present roles during David’s year and have given Pete an undertaking and a commitment to support him during his year. But, during the next 2/3 years I want, and intend to prepare to handover all these roles to other people. I will need help and offers to pick up the duties.
11. Two of the other key formal roles are performed by Mary Rogerson. It is for her to decide when she wants to hand over the Secretary and Dinner Secretary responsibilities to someone else, but those roles are demanding and we need to have people lined up and willing and able to do them.

So, my message is – it is time to start planning seriously for the future and to get younger people coming through onto Main Council with a view to some of them ultimately performing key Officer-roles, and, possibly becoming President of the Institute in the fullness of time. For now, I proudly accept the title of Honorary Life Vice-President.

Mal Fairhurst  
Treasurer, Insurance Institute of Leicester  
28 April 2015