

INTERACT

39th Annual General Meeting

Minutes of Meeting held at
Hotel du Vin, Church Street
Birmingham
B3 2NR
on
Monday 4th April 2016

1 Introduction

Steve Oliver started the meeting by welcoming everyone and thanking them for attending.

Those Present:

Simon Parker	Leeds
Mike Henville	Leeds
Robert Jones	Leicester
Paul Boyfield	Manchester South
Suzanna Bester	Secretary/Admin
David Featherstone	President/Northampton
David Jones	National Committee/Sheffield
Max Ward	National Committee/Birmingham
Rob Seller	West London
Steve Oliver	Vice President/Ipswich
Jason Fox	Birmingham
Victoria Chell	Birmingham
Craig Smith	Birmingham
Tan Khan	Sheffield

Apologies for Absence:

Toby Crayden	Ashford
Andy Jarvis	Bath
David Halliday	Bradford
Nick Fletcher	Bristol
Colin Brown	Cambridge
Phil Cooper	Derby
Brian Thomson	Edinburgh
Andy Harper-Rowe	Essex
Nicholas Archer	Hertfordshire
Peter Linford	Liverpool
Steve Johns	London First
Eddie Bredenmann	Manchester
Stan Beanland	National Committee
Clive Williams	Newark
Martin Westgate	Newcastle
Stefan Harris-Wright	Norwich
Ian Tarpey	Potteries
Simon Davis	Sheffield
Dale Anderson	Thames Valley
Derek Packer	National Committee
Matt Lasky	Norwich

Chris White
Paddy Harkins
Richard Draper

Nottingham
Derby
Northampton

2 Minutes from the last AGM

Steve went through the minutes of the last AGM. These were approved by Steve Oliver and seconded by all in attendance.

3 Accounts

- 3.1 The accounts were reviewed by Steve Oliver. The balance at the start of the year was £4572.64 and the closing balance at the bank as at was £37764.90 giving us a reserve of £15267.
- 3.2 It was agreed that ideally a figure of £15,000 should be in the bank account at all times.
- 3.3 With regards to surplus funds it was decided that we would look at brand strategy for Interact over the next 2 years – **National Committee to look at brand strategy.**
- 3.4 All agreed that we would make a donation of £2000 to Support4SDR Wales which is Chris Heaton Harris sister charity - They are working closely with Chris and are actively raising funds to help families with the cost of surgery, whether that be private operations or post-operative therapy. News article to be uploaded to the Interact Website and note to be sent to all branch chairman. **Suzanna to arrange donation and article.**
- 3.5 Other suggestions included:
 - Branding for each branch – pop up stands for each branch for use at lunches
 - Publicity for our MIPIM event
 - Sponsorship of a property award at a national award diner
- 3.6 Subscriptions will remain at £60.00 for 2016/2017.
- 3.7 Steve asked for the outstanding subscriptions from Sheffield 2015 to be paid within four weeks of the AGM. - **Suzanna to send payment details to Tan and to continue to chase Nottingham.**
- 3.8 Invoices will be sent out to all Chairmen by the end of April with the Minutes from the AGM and the Chairmen's Guidelines. All subscriptions are to be paid by the end of June. If payment is not received then Suzanna Bester will chase on a monthly basis and those subscriptions that are not paid by September will be taken up by the National Committee. It was considered inequitable and unacceptable for branches not to pay their subscriptions but still use the Interact Brand – **Suzanna to arrange.**
- 3.9 It was confirmed that the president have been and will continue to travel around the branches and attend events at their own expense.
- 3.10 Steve Oliver and Suzanna Bester to carry on in admin/supporting David Featherstone for the next 12-24 months and happy to review on a yearly basis. Admin Support to be added to the agenda for discussion at next year's AGM – **Suzanna to add to the 2017 agenda.**

- 3.11 Committee to write to Wendy Von Niebel to thank her for her help and advise that we are looking to move on and would like to sort out an appropriate gift to mark the contribution she has made over the years – budget agreed of £250 – **Steve to organise.**
- 3.12 All agreed that we are happy to carry on with Jeremy Francis for auditing every 6 months.
- 3.13 Steve clarified that MLM rates covered the administration time of Suzanna Bester and the same invoicing rates used by Wendy Von Niebel had been used.
- 3.14 Agreed that we keep Steve Oliver, Suzanna Bester and Derek Packer on as signatory to national bank account and remove Nick Archer and Wendy Von Niebel - **Suzanna and Steve to arrange.**
- 3.15 It's to be recommended that all branches are to have bank accounts – **David Featherstone to action.**

4 President's Review

- 4.1 Steve Oliver went through his year in position as National President.
- 4.2 Steve thanked everybody for their support and confirmed that the monthly national committee calls would continue. Steve is pleased that Interact is now back to where it was when he first joined in terms of events, admin, subs and emphasised the importance of keeping the quality of national events now back in place.
- 4.3 New branches have opened - Thames Valley, Ashford, West London.
- 4.4 Steve has managed to visit 17 out of the 25 branches. Leeds, Sheffield, Birmingham were especially thanked for making Steve feel particular welcome.
- 4.5 Steve passed over to David Featherstone who thanked Steve for his term as Presidency, feeling that Interact is re-focused and re-energised.
- 4.6 David feels privileged to take on the role of President and thanked all branch chairs in advance for their support in supporting events, subs collection.
- 4.7 The point was raised that we need to be mindful that people have less time on their hands at the moment due to increased workloads.
- 4.8 David is looking forward to attending branch events and get around the regions engaging with members.

5 Regional Reports

Leeds

29 members strong (27 + 2 horary). Meet four times per year and a local AGM on 21 April 2016. Financially sound, sent out a questionnaire to members to see how they could improve and results will be issued at the local AGM.

Sheffield

Tan Khan took over in January 2016 and has been a member for approx. 10 years. 23 members strong, have had some resignations due to work commitments and moving on but as a result have had some new members to spread the interact message. The branch interacts well with Leeds and would like to engage with some other branches.

Ipswich

20 member's strong, great atmosphere, very localist approach but give great support to the national event. Summer event planned for this year with attendance from Essex and Norwich as well.

Cambridge

Colin Brown taken on chairmanship, he's really enthusiastic, held a really positive local AGM with some restructuring.

Eastern Region Branches

Eastern region branches doing really well with a good reputation.

Manchester South

All going well and accounts sorted, 26 members. In a slight transition phase as some long term members are beginning to retire and with new members coming in, conscious we need to keep some of the traditions going (dos and don'ts). Joint event with Liverpool every year and would be nice to involve Leeds and Sheffield going forward. Chester races every year, maybe consider hosting at York races to involve more branches. Holding a member event to use up some of the surplus funds in the account.

Birmingham

Difficult year in Birmingham, had 25 members but lost a few this year so down to 15 members with another 2/3 due to join. Those members that have left were not regular attenders at events. New lunch venue which is working well. Jason Fox to take over as chair in the next few weeks after our local AGM.

Leicester

14 members but branch needs to have a clear up which will take place when annual invoices are sent out this month, 3 lunches per year would like to get more involved with other branches (Nottingham, Northampton).

Nottingham

One of the founder members is ill - **Max will keep up to date and keep us informed.**

London West

8 members, Started up at the beginning of the year, had first luncheon with the 6 members showing. Plan to host 4 luncheons per year. Need to start a bank account. Would like to do a joint event with the other London branch and/or Thames Valley.

Thames Valley

First lunch has taken place. 4 members at the moment and hoping to increase this to 6 in the short term. Going well.

Northampton

13 members, interest from others to join. Very healthy 4 lunches per year and people enjoy coming along as guests. Don't really do much else apart from the lunch. Need to interact more with the other regions.

Edinburgh

Need to meet these guys as not much interaction from them. David Featherstone to try and see them, gage interest for a Holyrood event.

Ashford

We have 10 people who have agreed to be members from 2016.

Bath

Andy Jarvis is the current chair, and we presently have 13 members of the group, two having retired during this year. We are now recruiting two new members, and we hope to have these in place before the next event. There have been 5 lunches in the past year, including the joint lunch with the Bristol Branch in June. Our attendance is good, around 12 members normally attending the events.

Derby

34 members (Paddy Harkins).

There remains a waiting list – mainly lawyers and we are concerned about furthering the imbalance of lawyers relative to other professions.

The 2015 Christmas event was another great success with a record attendance of 450. We were able to send Treats Children's charity a cheque for £5000.

Regarding this year's Christmas event, on Thursday 8th December, we anticipate a worsening of the now usual problem of there being more requests for tables than the venue can facilitate – and unfortunately there isn't a larger venue in the vicinity.

Our first quarterly luncheon was well attended by 30+ (members and guests) after which we were provided with an excellent synopsis of the local activity at MIPM Cannes by John Forkin of Marketing Derby.

Hertfordshire

Continues to run well with 11 members plus 2 honorary members. We meet for lunch four times a year, members and guests, at Luton Hoo, which is a first class venue. We have a round table debate after lunch on a topical subject which has been well received in lieu of a speaker.

Lunches are paid for in advance. Branch maintains a positive bank account.

There is a range of disciplines and members work together on a regular basis. New members are being sought, two new members this year but balanced by two retiring.

Hertfordshire was represented at the RAC lunch and House of Commons. Herts also take a table at the annual visit to Parliament arranged by the Royal Town Planning Institute.

6 Future Events

- **RAC – October 2016**
Need to agree on guest speaker, then save the date to be sent out. Agreed that motivational/professional is more appropriate. Check the date as may be half term – **Suzanna and Steve to arrange.**
- **Derby Xmas Event – 8 December 2016**
Agreed to book a national committee table of 10 – **Suzanna to book.**
- **HOC – 1 February 2017**
Chris Heaton Harris has agreed to sponsor again – **Suzanna to arrange.**
- **National Event in the North - April 2017**
Manchester or Leeds venues to be considered, luncheon format with speaker - **Paul Boyfield, Eddie Bredenhann and Simon Parker to discuss and keep David Featherstone and Suzanna Bester in the loop.**

- **Interact in MIPIM Cannes – March 2017**
Beachfront Lunch for approx. 30 people (15 members + guests) - **Suzanna Bester to provisional book a venue.**

7 Date and Venue of next AGM

The 2017 AGM will be held in April in Manchester/Leeds the same day of the national event in the North.

8 AOB

New Committee Members

Victoria Chell and Ruth Lowe have agreed to join and Nick Archer and Stan Beanland to step down.

Website

Website is now live – www.interactgroup.co.uk

Brief overview of the new website was given and it was agreed that guide notes would be circulated to all branch chairman for their comments and suggestion over the next few weeks – **Suzanna to circulate.**

- Agreed that just name, email and company details should appear on the website
- Calendar of all branch events on events page
- Chairman guidelines to be uploaded on website