

**LIM AGM 2017 Meeting Minutes**

Location	Birmingham City University Curzon Building	Time and date 6.30 12 April 2017
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Purpose of meeting      Annual General Meeting

Present	Committee members:	Steve Fancourt (SF)
	Romy Rawlings (RR)	Bob Churn (BC)
	Graham Woodward (GW)	Russell Good (RG)
	Dorian Randall (DR)	Trishna Patel (TP)
	Niall Williams (NW)	Tom Supple (TS)
	Katie Allen (KA)	Julian Woolley (JW)

and approximately 30 other LIM members

Apologies      Anastasia Nikologianni (AN), Rupert Dugdale (RD)

Circulation      Posted on LIM Web Site

Item No	Agenda item	Action
<b>1.0</b>	<b>Introductions</b>	
1.1	GW introduced himself and the committee members.	
<b>2.0</b>	<b>Last Meeting Minutes</b>	
2.1	Minutes from 2017 AGM, held at Birmingham City University, were accepted by those present.	
<b>3.0</b>	<b>Chair's Report (Graham Woodward)</b>	
3.1	GW, who has been chair for the last two years provided an overview of the year and talked about branch activities going forward.	
3.2	GW outlined what he considered to be the primary objective of the branch which was to raise the profile of landscape architecture in the region, showing what we do, being proud of our role, getting together to discuss issues, learn and develop – and enjoy ourselves in the process.	
3.3	GW mentioned the number of events that had been held through the year with high attendance levels which included the visit to Thenford Arboreum, the re-thinking the Urban Landscape Exhibition held at Coventry Cathedral, Tim O'Hare CPD and the Pub Quiz.	

Prepared by      DR

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3.4	<p>GW thanked all those that had helped on the committee and organising events while he had been chair and although he was standing down as chair he outlined what's next for LIM:</p> <ul style="list-style-type: none"> <li>• Spreading the message about Landscape Architecture</li> <li>• Ambassador for Landscape Initiative –visiting schools</li> <li>• More involvement from members and practices needed</li> <li>• Developing a programme of site visit events across the region e.g. Birmingham, Coventry, Dudley, Telford etc.</li> <li>• Future CPDs – BIM, Green Infrastructure</li> <li>• <b>We have achieved a lot – but there is more to go... and we need more ideas from members.</b></li> </ul>							
<b>4.0</b>	<b>Treasurer's Report (Bob Churn)</b>							
4.1	<p>RC presented the branch treasurer's report as follows:</p> <table border="0" style="width: 100%;"> <tr> <td style="width: 80%;"><u>Current account balance</u></td> <td style="text-align: right;"><u>£6,580.43</u></td> </tr> <tr> <td>    • Year to date expenditure</td> <td style="text-align: right;">£7,270.43</td> </tr> <tr> <td>    • Year to date Income</td> <td style="text-align: right;">£6,001.64</td> </tr> </table> <p>Further LI funding is now available through new bidding system, allocated 2 x per year (£5,000 received Nov 2016); LIM's CAF Account has been brought into 21<sup>st</sup> Century and now managed online.</p> <p>Branch funds are audited by the LI's auditors</p> <p><b>NB See attached notes for further analysis of income and expenditure and forecast income for 2017/18</b></p>	<u>Current account balance</u>	<u>£6,580.43</u>	• Year to date expenditure	£7,270.43	• Year to date Income	£6,001.64	
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• Year to date expenditure	£7,270.43							
• Year to date Income	£6,001.64							
4.2	LIM are now sharing an agreement with RIBA for Service Agreement of shared office space at Glenn Howells which is at a better rate than that which was previously paid for the Midlands Institute.							
<b>5.0</b>	<b>Branch Representative Report</b>							
5.1	Simon Watkins who had been Branch Representative had stood down last year due to moving out of the region.							
5.2	<p>Steve Fancourt had attended the most recent Advisory Council and provided the following brief summary:</p> <p>Last Advisory Council held at a Leadership Retreat with the Board of Trustees Friday 20 and Saturday 21 January, 2017.</p> <p>Key notes from event:</p> <p>Dan Cook new CEO led the programme that included:</p> <ul style="list-style-type: none"> <li>• Opportunities for the LI for next 2-3 years</li> <li>• Engaging future generations</li> </ul>							

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	<ul style="list-style-type: none"> <li>• Our long term vision</li> <li>• Building the influence of the LI, priorities for 2018-19</li> <li>• Enhanced member engagement</li> </ul> <p><i>Merrick Denton Thompson and Dan Cook to review outputs and outline next steps. The slides, mind maps and outcome decisions are to be made available to council members initially</i></p> <ul style="list-style-type: none"> <li>• Education toolkits available – the future of the profession</li> <li>• Member contact details – call for all local members to update</li> </ul> <p>Dates of next Advisory Council meetings:</p> <ul style="list-style-type: none"> <li>• 6th July – Charles Darwin House</li> <li>• 2-4th November – with AGM and Jellicoe and retreat (venue tbc)</li> <li>• 25th July – LI Board</li> </ul>	
5.3	Important that members ensured that their contact details were kept up to date with regard to addresses and e-mails.	
<b>6.0</b>	<b>Events Co-ordinator /Communications Report</b>	
6.1	Anastasia Nikologianni was unable to attend the AGM but had provided a report that summarised the various events that had been organised by LIM throughout the year.	
6.2	Several successful events have been held: <ul style="list-style-type: none"> <li>• Thenford House and Gardens Arboretum</li> <li>• Flooding a catchment level approach in collaboration Birmingham City University and Climate – KIC Alumni Association</li> <li>• John Knight Award - Birmingham City University</li> <li>• Rethinking the Urban Landscape Exhibition – West Midlands</li> <li>• Westonbirt Arboretum Visit</li> <li>• Landscape Pub Quiz #2</li> <li>• West Midlands Great Debate ‘Discussing the future for the built environment with West Midlands mayoral candidates- Birmingham</li> <li>• Soil CPD for Landscape Architects presentation by Tim O’Hare</li> <li>• Heads of Practice meeting – Birmingham</li> </ul>	
6.3	The following future events are currently being proposed: <ul style="list-style-type: none"> <li>• BIM Seminar – end May tbc</li> <li>• John Knight Award (BCU) – 14<sup>th</sup> June</li> <li>• Walking Tour of Birmingham regeneration projects – June tbc</li> <li>• Visit to the Portal at Castle Hill, Dudley – a new Canal Trust development- June tbc.</li> </ul>	
6.4	AN had asked that members provide the committee with suggestions of events they would like to see in the future.	
6.4	AN mentioned the various social media sites to which LIM posted upcoming events and other information that may be of interest to members:	

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	<p>Twitter - @LI_Midlands</p> <p>Facebook - <a href="https://www.facebook.com/LIMidlands/">https://www.facebook.com/LIMidlands/</a></p> <p>LinkedIN - <a href="http://uk.linkedin.com/in/limidlands">uk.linkedin.com/in/limidlands</a></p>	
<b>7.0</b>	<b>Election of Committee Members for Year 2017-18</b>	
7.1	<p>Graham Woodward is standing down as Chair            Anasnatsia Nikolagianni is standing down as Events and Social Media Co-ordinator            Niall Williams is standing down as Student Representative</p> <p>The following members were elected to the LIM committee:-</p> <ul style="list-style-type: none"> <li>- <b>Chair</b> : No volunteers came forward but GW had discussed with Emma Wood and it had been agreed that the branch could have a rotating chair.</li> <li>- <b>Vice Chair</b>: no volunteers</li> <li>- <b>Treasurer: Bob Churn</b> (nominated Graham Woodward/ seconded Dorian Randall)</li> <li>- <b>Secretary: Dorian Randall</b> (nominated Steve Fancourt/ seconded Tom Supple)</li> <li>- <b>Branch Rep: Rupert Dugdale</b> (nominated Nigel Dobson-Smyth / seconded Dorian Randall)</li> <li>- <b>Event Co-ordinator and Communications: Mario Jablonski and Katie Allen</b> (MJ - nominated Niall Williams / seconded Graham Woodward and (KA - nominated Graham Woodward/ seconded Tom Supple)</li> <li>- <b>Student Representative: Megan Lloyd</b> (nominated Julian Woolley / seconded Russell Good)</li> <li>- <b>Web Manager : Tom Supple</b> (nominated Steve Fancourt / seconded Bob Churn)</li> </ul> <p>A number of other members also agreed to join or remain on the committee:  <b>Russell Good, Emma Skippins, Julian Woolley, Romy Rawlins, Russell Good, Dan Martyr, Ross Pritchard, Steve Fancourt, Francesca Certo, Graham Woodward.</b></p>	
7.2	<p>GW mentioned that committee meetings are open to everyone to attend and details are posted on the LIM website.</p>	
<b>8.0</b>	<b>Any other business</b>	
8.1.	<p>The AGM closed and was followed by an address entitled 'A vision and plan for the Landscape Institute' by Merrick Denton-Thompson President of LI.</p> <p>This was followed by a presentation by Colin Knight– Director of Transport &amp; Highways, Coventry City Council entitled Civilizing the City.</p>	

### TREASURER'S REPORT

Current account balance £6,580.43

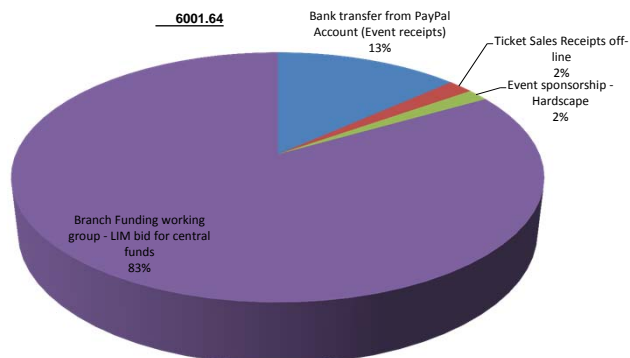
- Year to date expenditure £7,270.43
- Year to date Income £6,001.64
- Further LI funding available through new bidding system, allocated 2 x per year (£5,000 received Nov 2016)
- LIM's CAF Account has been brought into 21<sup>st</sup> Century and now managed online, although I have this week ordered a new chequebook! £5.00 monthly charge.
- Branch funds are audited by the LI's auditors

**Landscape Institute  
Midlands**

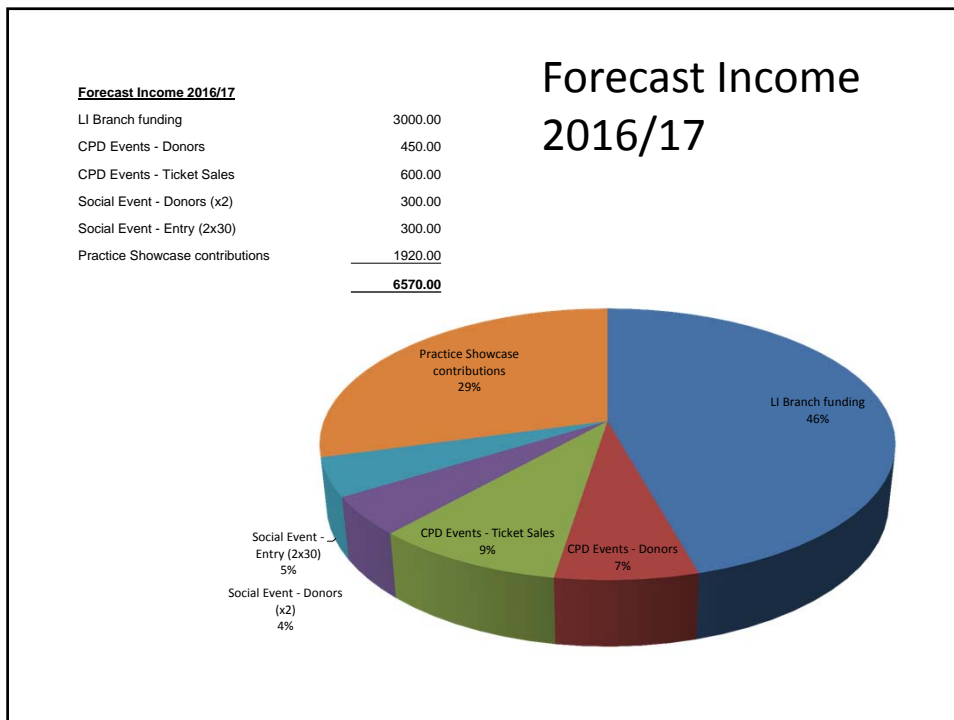
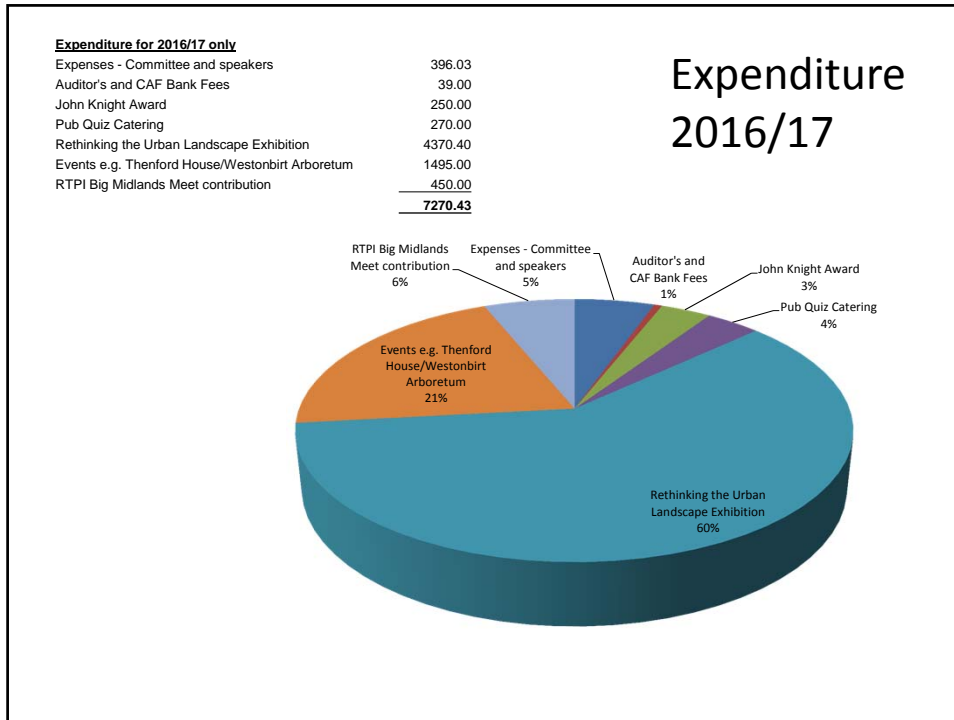
### Income 2016/17

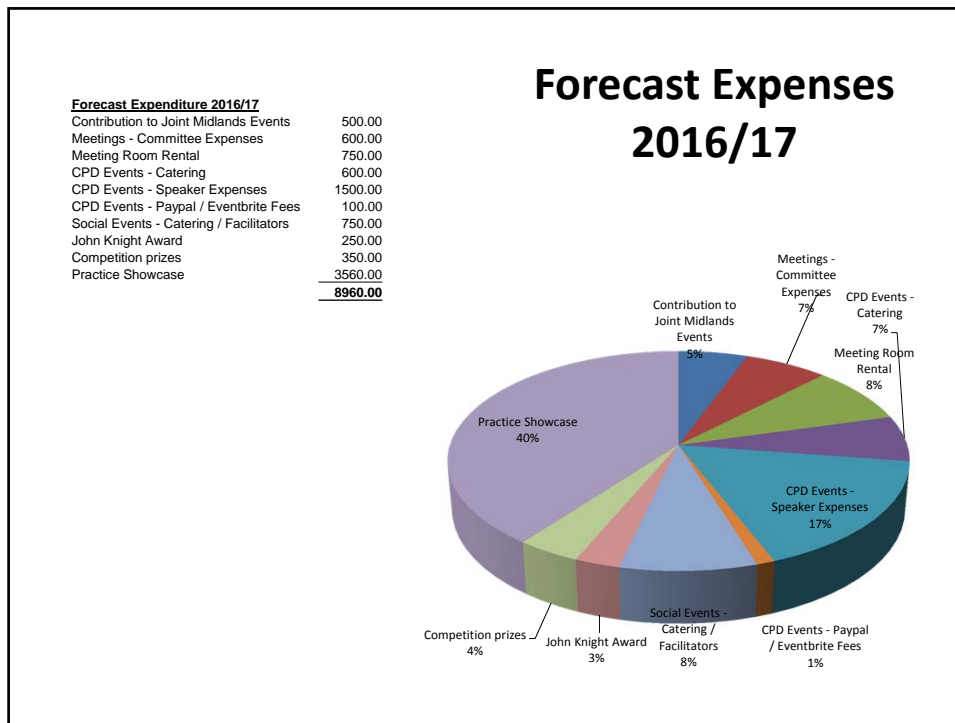
Income for 2015/16 only

Bank transfer from PayPal Account (Event receipts)	800.00
Ticket Sales Receipts off-line	109.00
Event sponsorship - Hardscape	92.64
Branch Funding working group - LIM bid for central funds	<u>5000.00</u>
	<b><u>6001.64</u></b>



Account balance for year end 2016/17 :  
£6,580.43





## Branch EoY Statement 2016-17

Account Type: CAM\_CASH  
 Bank's Name: CatCash Account Midlands Branch  
 Account Number: 15027  
 Currency: GBP  
 Activity Criteria: All transactions between 11/04/2016 and 31/03/2017. Credits and Debit(NOTE: A maximum of 10000 matches will appear in this report)

Posting Date	Value Date	Description	Debit	Credit	Book Balance	Details
26/04/2016	26/04/2016	Cheque Drawn 000069	450.00		7399.22	RTN Big Midlands Meet contribution
28/04/2016	28/04/2016	Bank Lutter Charge	14.00		7385.22	Bank
09/05/2016	09/05/2016	Cheque Drawn 000070	92.64		7292.58	AGM Food expenses
11/05/2016	11/05/2016	Cheque Drawn 000071	93.83		7198.75	Landscape Flooding Event expenses
25/05/2016	25/05/2016	BACS 000076		69.00	7267.75	Tickets for Theford
02/06/2016	02/06/2016	BACS 000017		92.64	7360.39	Heritage Sponsorship AGM
08/06/2016	08/06/2016	Cheque Drawn 000072	60.00		7300.39	Quiz prizes
24/06/2016	24/06/2016	Cheque Drawn 000068	40.05		7260.34	GW expenses
20/07/2016	20/07/2016	Cheque Drawn 000074	1,370.49		5,889.85	Quize panels for the Retinking the Urban Landscape Exhibition
02/08/2016	02/08/2016	Cheque Drawn 000075	10.80		5,879.05	SW Expenses
24/08/2016	24/08/2016	Cheque Drawn 000076	2,400.00		3,479.05	RTN Coventry Cathedral Hire
14/09/2016	14/09/2016	PPSWG AGM 2016/17		800.00	1,679.05	AGM from Theford Bank
02/11/2016	02/11/2016	PPSWG 16-17 THE LANDSCAPE INST		5,000.00	8,679.05	Funding Bid payment
15/11/2016	15/11/2016	Monthly Account Fee	5.00		8,674.05	CAR charges
30/11/2016	30/11/2016	Cheque Drawn 000078	125.00		8,549.05	John Knight Award 1
08/12/2016	08/12/2016	BACS 000018		40.00	8589.05	Quiz entry fees
08/12/2016	08/12/2016	Cheque Drawn 000080	21.80		8567.25	AN Expenses
15/12/2016	15/12/2016	Monthly Account Fee	5.00		8562.25	CAR charges
20/12/2016	20/12/2016	Cheque Drawn 000079	950.00		7612.25	Theford Agricultural Ltd Visit charge
29/12/2016	29/12/2016	Cheque Drawn 000077	125.00		7487.25	John Knight Award 2
06/01/2017	06/01/2017	Cheque Drawn 000082	31.30		7455.95	GW expenses
16/01/2017	16/01/2017	Monthly Account Fee	5.00		7450.95	CAR charges
23/01/2017	23/01/2017	Cheque Drawn 000082	545.00		6,905.95	BCU Coach Hire for Westonbirt visit
07/02/2017	07/02/2017	Online Transfer to Anasaska Nihiligigant ANE n expenses Nov16	45.81		6,860.14	AN Expenses
15/03/2017	15/03/2017	Monthly Account Fee	5.00		6,855.14	CAR charges
15/03/2017	15/03/2017	Monthly Account Fee	5.00		6,850.14	CAR charges
27/03/2017	27/03/2017	Cheque Drawn 000086	270.00		6,580.14	BCU Pub Quiz Catering
					7,270.43	6,001.64

Account Balance	Balance type	Period	Description	Amount
			11-Mar-16 Balance brought forward	7,849.12
			Cleared Balance	7,270.43
			Income	6,001.64
			11-Mar-17 EoY Balance	<b>6,380.43</b>