

LIM AGM 2015 Meeting Minutes

Location	Birmingham City University Parkside Building	Time and date 6.00 29 April 2015
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Purpose of meeting Annual General Meeting

Present Committee members:

Romy Rawlings (RR)	Steve Fancourt (SF)
Graham Woodward (GW)	Simon Watkins(SW)
Anastasia Nikologianni (AN)	Bob Churn (BC)
Dorian Randall (DR)	Russell Good (RG)

and approximately 30 other LIM members

Apologies Richard Waddell (RW)
Simon Watkins (SW)
James Carey (JC)
Tom Supple (TS)

Circulation Posted on LIM Web Site

Item No	Agenda item	Action
1.	Introductions	
1.1	RR introduced herself and the committee members.	
2.	Last Meeting Minutes	
2.1	Minutes from 2014 AGM, held at Birmingham Library, were accepted by those present.	
3.	Chair's Report (Romy Rawlings)	
3.1	RR provided an overview of the year and talked about branch activities through the year.	
3.2	RR summarised the 5 main objectives stated in the LIM Branch Action Plan and how these have been met as follows: <ul style="list-style-type: none"> • Support the Landscape Institute Branch has maintained important links with the region, through the consultation at the end of 2014 and the 2nd Heads of Practice meeting with Noel Farrer in April. 	

Prepared by DR

Minutes

LIM Meeting 22 April 2015

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	<ul style="list-style-type: none"> • Support Education and CPD Branch provides support for P2C group and Mentoring Links area maintained with BCU, including ongoing support through the John Knight Award (17 June 2015) • Engage with Related Professions Links with RIBA, RTPI, ICE & RICS and association with MADE. Have now moved into the shared space in Glenn Howells' offices which is proposed to become a West Midlands built environment hub. • Increase Awareness and Communication Increased presence on social media sites (Facebook, LinkedIn, Twitter, Pinterest); Branch website new LI format went live this year • Increase Revenue Through CPD events and central funding from the LI. 							
3.3	RR said that she hoped that the increased level of engagement since last year would be maintained. However she emphasised that the branch was reliant on members continuing to be involved and attending events.							
4.	Treasurer's Report (Bob Churn)							
4.1	RC presented the branch treasurer's report as follows: <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">Current account balance</td> <td style="text-align: right;">£2,100.37</td> </tr> <tr> <td> • Year to date expenditure</td> <td style="text-align: right;">£3,584.08</td> </tr> <tr> <td> • Year to date Income</td> <td style="text-align: right;">£3,497.46</td> </tr> </table> Branch funds are audited by the LI's auditors NB See attached notes for further analysis of income and expenditure and forecast income for 2015/16	Current account balance	£2,100.37	• Year to date expenditure	£3,584.08	• Year to date Income	£3,497.46	
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• Year to date Income	£3,497.46							
4.2	Further funding is now available direct from the LI through the new bidding system, allocated 2 x per year (£2,500 was received end of 2014)							
4.3	LIM are sharing an agreement with RIBA for Service Agreement of shared office space at Glenn Howells: hopefully at a lower rate than previously paid for Margaret Street.							
5.	Branch Representative Report (Steve Fancourt)							
5.1	SF explained the role of the Branch Representative who provides the connection between branch members and the LI.							
5.2	The branch representative attends LI Advisory Council meetings (date of the next meeting 2 July 2015) and current topics being considered at the moment are: <ul style="list-style-type: none"> • Membership Consultation Governance Changes • Office Location Working Group 							

Minutes

LIM Meeting 22 April 2015

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	<ul style="list-style-type: none"> • Education toolkits for use for members going into schools; • Public Sector Workshops are exploring the key issues that concern public sector employees; • Council elections – nominations are currently underway and can be checked on LI website; • Member contact details - members need to check that LI have correct contact details and confirm with LI if you have moved (house or employer) 	
5.3	SF particularly stressed the need for members to take an interest in the LI Working Group on Office Location. This has been set up by LI Council following last year's extraordinary general meeting at which a motion had been proposed by a group of members that, following the sale of the Barnard Mews property, the LI should re-locate its headquarters outside London.	
5.4	Council elections are also taking place and SF advised members to ensure that they voted in these.	
6.	Events Co-ordinator /Communications Report	
6.1	Anastasia Nikologianni summarised the various events that had been organised by LIM throughout the year.	
6.2	Several successful events have been held: Edible Campus tour – Coventry Tamata Nursery Visit – Rugby Landscape against pests and diseases/Biosecurity – Birmingham BIM Masterclass – through central LI - Birmingham Future Direction Consultation – through central LI - Birmingham Christmas in the Square with MADE – Birmingham Simply Play with Timperplay – Birmingham gtSpecifier Urban Tree Planting – Birmingham Heads of Practice meeting – Birmingham	
6.3	The following future events are currently being proposed: Lighting the landscape(pilot CPD) – May/June TBC Hagley Park – Sunday 7 th June John Knight Award (BCU) – 17 th June TBC Golden Square & Pub Quiz– September 2015 Whitings nursery visit & CPD – September 2015	

Minutes

LIM Meeting 22 April 2015

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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: Twitter - @LIMidlands Facebook - https://www.facebook.com/LandscapeInstituteMidlandsBranch LinkedIn - uk.linkedin.com/in/limidlands .	
7.	Election of Committee Members for Year 2015-16	
7.1	Romy Rawlings is now standing down as branch chair. The following members were elected to the LIM committee:- - Chair : Graham Woodward (nominated SF / seconded RR) - Vice Chair : Romy Rawlings (nominated GW / seconded DR) - Treasurer : Bob Churn (nominated RR/ seconded GW) - Secretary : Dorian Randall (nominated Nigel Dobson-Smyth / seconded AN) - Branch Rep : Steve Fancourt (nominated RR / seconded SF) - Event Co-ordinator and Communications : AN (nominated RR / seconded Kate Slegg-Newton) - Student Rep : RG to confirm - Web Manager : TS has agreed to continue (nominated MP / seconded Kate Slegg-Newton) - Student Representative : Trishna Patel (Nominated RG/seconded SF) - General Committee : MP, RG, SW, SM.	
7.2	It was mentioned that committee meetings are open to everyone to attend. Next meeting to be held at Glen Howells offices in 321 Bradford Street, Digbeth, B5 6ET on Tuesday 2 nd June.	
8.	Any other business	
8.1	One member commended the branch on their efforts and said that there was a noticeable increase in LIM activities and events. RR said that all events relied on members' involvement and any suggestions or ideas for future activities would be gratefully received.	All
9.	The AGM closed	