

Date: 09/04/2025	Time: 17:30	Venue: Marsh, Willow House, Peachman Way, Broadland Business Park, Norwich NR7 0WF
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Purpose:	Annual General Meeting		
Present:	(Name)	(INITIALS)	(Council Position)
	Alycia Thomson ACII, Chartered Insurance Broker	AT	President
	kris Locker Cert CILA	KL	Deputy President
	Sharon Theobald Cert CII, DIP CILA	ST	Vice President and Immediate Past President
	Robert Walne FPFS Chartered Financial Planner	RW	Treasurer
	April Stowers FCII, ACILA, Chartered Insurer	AS	Vice President and Education Secretary
	Hannah Reynolds ACII	HR	Communications / Publicity / PR Officer
	Paul Roskilly ACII	PR	Charities & Diversity Officer
	Amaia Robbins BA (Hons), Cert CII	ARo	Dinner Secretary
	Richard High ACII Chartered Insurance Practitioner	RH	Membership Secretary & Regional Membership Representative
	Nathaniel Ellert Cert CII	NE	New Professionals Group Chair
	Danielle Norman Cert CII	DN	Social Secretary
	Sue Donmall ACII Chartered Insurer	SD	Secretary
	Allen Sweeney	ASw	Life Vice President
	Peter Garnham FCII, FCILA, Chartered Insurer & Chartered Loss Adjuster	PG	Life Vice President
	Holly Heald FPFS, Chartered Financial Planner	HH	Council Member
	Terri-Anne Bailey BSc (Hons) (Open)	TB	Council Member
	Daniella Beacock Cert CII	DB	Council Member

	Ami Cattrall Cert CII, BA (Hons)	AC	Council Member
	Andrew Reeve Cert CII	AR	Council Member
Apologies:			
	Joanne Hall BA(Hons)(Open), ACMI, FCII, Chartered Insurer	JH	Council Member
	Dzikamai Chipara ACII	DC	Council Member
	Alison Holmes ACII Chartered Insurance Broker	AH	Council Member
	Jack Holmes ACSI	JHo	Website Administrator
	Sophie Briggs	SB	Council Member
Guests:	Peter Lowther Cert CII	PL	Institute Member
	Mark Lowther Cert CII	ML	Institute Member
	Sherry -Anne Halliday ACII, Chartered Insurance Practitioner	SAH	Institute Member
	Emma Rogerson-Gleave Dip CII	ERG	Institute Member
	Anna Wade ACII, Associate CIPD	AW	Institute Member
Next AGM:	Wednesday 1st April 2026		
Next Council meeting:	Wednesday 14th May 2025		

		Action by	Target Date
	<p>Apologies & Welcome to Guests</p> <p>i) Apologies for absences JH, AH, DC, JHo, SB (JH,AH,DC,JHo have stepped down.) AC is also leaving the council. ii) AT welcomed everyone including guests ML,PL,AW,SAH & ERG iii) AT confirmed the Notice to members was circulated advertising the AGM. All present agreed they had seen it. SD confirmed no matters of special interest were received from members by the 30th March deadline.</p>		
1.0	<p>Minutes of Last Meeting Minutes of the AGM on 10/04/24 were issued in advance of the AGM. AT asked if they may be taken as read. AT moved that the minutes be adopted Seconder : KL</p> <p>All voted in favour</p>		
2.0	<p>Matters arising</p> <p>There are no matters arising</p>		
3.0	<p>Adoption of Annual Reports and Accounts</p> <p>Financial report & accounts Education report Charities report PFS report Social Media report New Professional's Group report Social report President's report</p> <p>Proposer: Alycia Thomson</p> <p>Seconder: Kris Locker</p> <p>All voted in favour</p>		
4.0	<p>Election of Officers</p> <p>Principal officers</p> <p>PRESIDENT Nominee: Kris Locker</p> <p>Proposer: Alycia Thomson</p>		

Secunder: Sharon Theobald

All voted in favour

DEPUTY PRESIDENT

Nominee: Amaia Robbins

Proposer: Alycia Thomson

Secunder: Allen Sweeney

All voted in favour

VICE PRESIDENTS

Nominees: Sharon Theobald
Alycia Thomson

Proposer: Robert Walne

Secunder: Allen Sweeney

All voted in favour

LIFE VICE PRESIDENTS (Still standing)

Peter Garnham
Allen Sweeney

TREASURER

Nominee: Alycia Thomson

Proposer: Kris Locker

Secunder: Robert Walne

All voted in favour

AT thanked RW for his work as treasurer.

HON. SECRETARY

Nominee: Susan Donmall

Proposer: Alycia Thomson

Secunder: Kris Locker

All voted in favour

OTHER OFFICERS

EDUCATION SECRETARY

Nominee: April Stowers

Proposer: Alycia Thomson

Seconder: Sharon Theobald

All voted in favour

COMMS/PUBLICITY/PR OFFICER*

Nominee: Anna Wade

Proposer: Alycia Thomson

Seconder: Kris Locker

All voted in favour

*AW was elected to council before being nominated in this role.

AT thanked HR for her work as Comms/Publicity/PR officer.

CHARITIES REPRESENTATIVE

Nominee: Paul Roskilly

Proposer: Sharon Theobald

Seconder: Peter Garnham

All voted in favour

MEMBERSHIP SECRETARY

Nominee: Richard High

Proposer: Paul Roskilly

Seconder: Alycia Thomson

All voted in favour

DINNER SECRETARY

Nominee: Daniella Beacock

Proposer: Amaia Robbins,

Seconder: Alycia Thomson

All voted in favour

AT thanked ARo for her work as dinner secretary.

NEW PROFESSIONALS GROUP CHAIR

Nominee: Nathaniel Ellert

Proposer: Sharon Theobald

Secunder: Alycia Thomson

All voted in favour

DIVERSITY COORDINATOR

Nominee: Paul Roskilly

Proposer: Alycia Thomson

Secunder: Terri-Anne Bailey

All voted in favour

SOCIAL SECRETARY

Nominees: Danielle Norman & Terri-Anne Bailey

Proposer: Holly Heald

Secunder: Kris Locker

All voted in favour

REGIONAL MEMBERSHIP REPRESENTATIVE

Nominee: Holly Heald

Proposer: Alycia Thomson

Secunder: Sharon Theobald

All voted in favour

AT thanked RH for his work on the regional forum.

CAREERS OFFICER

Nominee: Richard High

Proposer: Alycia Thomson

Secunder: Kris Locker

All voted in favour

WEBSITE ADMINISTRATOR*

Nominee: Sherry- Anne Halliday

Proposer: Alycia Thomson

Secunder: Kris Locker

All voted in favour

*SAH was elected to council before being nominated in this role.

AT thanked JHo for his work on the website.

5.0	<p>APPOINTMENT OF ACCOUNTS CERTIFIER Nominee: Sara Caswell</p> <p>Proposer: Kris Locker</p> <p>Seconder: Alycia Thomson</p> <p>All voted in favour</p>		
6.0	<p>ELECTION OF COUNCIL</p> <p>Nominees: Sophie Briggs Mark Lowther Peter Lowther Andy Reeve Hannah Reynolds Emma Rogerson-Gleave Robert Walne</p> <p>Proposer: Alycia Thomson</p> <p>Seconder: Kris Locker</p> <p>All voted in favour</p>		
6.0	<p>TRANSFER OF PRESIDENTIAL AUTHORITY</p> <p>Before handing over to KL, AT noted five members were stepping down, AC, JH, AH, DC and JHo. She thanked them for their commitment and work on the council over many years.</p> <p>AT also thanked everyone for their support.</p>		
7.0	<p>NEW PRESIDENT'S ADDRESS : Kris Locker</p> <p>KL thanked AT for her support stating she had been a good mentor and friend. He welcomed new members and said he is excited to be working with everyone.</p> <p>KL advised his chosen charity is the Cystic Fibrosis Trust. He will also support the Insurance Charities.</p>		
8.0	<p>VOTE OF THANKS TO THE RETIRED PRESIDENT : Sharon Theobald</p> <p>ST said AT had finally had a normal year following her previous terms as president which were during the pandemic. She mentioned the celebrating success and CPD events which have been well attended.</p>		

	Date of next Annual General Meeting Wednesday 1st April 2026.		

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