



The Insurance
Institute of Norwich
Chartered Insurance Institute

INSURANCE INSTITUTE OF NORWICH

ANNUAL GENERAL MEETING AGENDA

Date: 1st April 2026

Venue: Marsh, Willow House, Peachman Way, Broadland Business Park,
Norwich NR7 0WF

Chairman: The President, Kris Locker Cert CILA

ORDINARY BUSINESS

Apologies for Absence –

1. Minutes last AGM, 9th April 2025
2. Matters Arising
3. Adoption of Annual Report and Accounts

- Financial report & accounts
- Education report
- Charities report
- Communication, Publicity and PR report
- New Professional's Group report
- Social report
- Regional Forum report
- Dinner report
- Membership report
- President's report

Proposer: Alycia Thomson ACII Chartered Insurance Broker

Seconder: Kris Locker

4. Election of Officers

Principal officers

PRESIDENT

Nominee: Kris Locker

Proposer: Alycia Thomson

Seconder: Amaia Robbins BA (Hons), Cert CII

DEPUTY PRESIDENT

Nominee: Amaia Robbins

Proposer: Kris Locker

Secunder: Allen Sweeney

VICE PRESIDENTS

Nominees: Sharon Theobald Cert CII, Dip CILA
Alycia Thomson

Proposer: Peter Garnham FCII, FCILA, Chartered Insurer & Chartered Loss Adjuster

Secunder: Allen Sweeney

LIFE VICE PRESIDENTS (Still standing)

Peter Garnham and Allen Sweeney

TREASURER

Nominee: Alycia Thomson

Proposer: Kris Locker

Secunder: Amaia Robbins

HON. SECRETARY

Nominee: Susan Donmall ACII Chartered Insurer

Proposer: Kris Locker

Secunder: Alycia Thomson

OTHER OFFICERS

EDUCATION SECRETARY

Nominee: April Stowers FCII, ACILA, Chartered Insurer

Proposer: Amaia Robbins

Secunder: Holly Heald Chartered Financial Planner

COMMS/PUBLICITY/PR OFFICER

Nominee: Anna Wade ACII, Associate CIPD

Proposer: Alycia Thomson

Secunder: Kris Locker

CHARITIES REPRESENTATIVE

Nominee: Paul Roskilly ACII Chartered Insurer

Proposer: Allen Sweeney

Secunder: Peter Garnham

MEMBERSHIP SECRETARY

Nominee: Richard High ACII Chartered Insurance Practitioner

Proposer: Paul Roskilly

Secunder: Alycia Thomson

DINNER SECRETARY

Nominee: Daniella Beacock Cert CII

Proposer: Kris Locker

Secunder: Amaia Robbins

NEW PROFESSIONALS GROUP CHAIR

Nominee: Emma Rogerson-Gleave ACII

Proposer: Kris Locker

Secunder: Alycia Thomson

DIVERSITY COORDINATOR

Nominee: Sherry-Anne Halliday ACII Chartered Insurance Practitioner

Proposer: Paul Roskilly ACII Chartered Insurer

Secunder: Alycia Thomson

SOCIAL SECRETARY

Nominee: Danielle Norman Cert CII & Terri-Anne Bailey BSc Hons (Open)

Proposer: Holly Heald

Secunder: Kris Locker

REGIONAL MEMBERSHIP REPRESENTATIVE

Nominee: Holly Heald

Proposer: Alycia Thomson

Secunder: Richard High

CAREERS OFFICER

Nominee: Sophie Briggs

Proposer: Hannah Reynolds ACII

Secunder: Kris Locker

WEBSITE ADMINISTRATOR

Nominee: Will Salmon Dip PFS

Proposer: Anna Wade

Secunder: Hannah Reynolds

APPOINTMENT OF ACCOUNTS CERTIFIER

Nominee: Sara Caswell

Proposer: Kris Locker

Secunder: Alycia Thomson

5.ELECTION OF COUNCIL

Nominees:

Mark Lowther Cert CII

Peter Lowther Cert CII

Andy Reeve Cert CII

Hannah Reynolds

SPECIAL BUSINESS

6. TRANSFER OF PRESIDENTIAL AUTHORITY

7. NEW PRESIDENT'S ADDRESS : Kris Locker

8. VOTE OF THANKS TO THE RETIRED PRESIDENT : Alycia Thomson

Date of next Annual General Meeting Wednesday 31st March 2027