



Annual General Meeting

19 May 2020

Via teleconference: 1230 - 1300

Minutes

Attendees:

Tom Stewart	Deputy Chair
Karin Bishop	Director
Robin Cordell	Director
Bev Messinger	Director
Joy Reymond	Director
Abigail Hirshman	ACAS
Miles Atkinson	ACPOHE
Nicola Neath	BACP
Alison Margary	BOHS
Andrew Baldwin	BPS
Nicky Chater	BSRM
Rachel Suff	CIPD
Amy Eden	DWP
Anne de Bono	FOM
Scott Parkin	IEP
Richard Jones	IOSH
Karen McDonnell	RoSPA
Clare McLaughlin	RCSLT
Genevieve Smyth	RCOT
Claire Moser	RCSLT
Anne Harriss	RCN
Eugene Farrell	UK EAPA
Andrew Pemberton	UKRC
In attendance:	Anna McNeil

1. Welcome and apologies for absence

The Deputy Chair welcomed everyone to the meeting and thanked them for participating via Zoom.

The following apologies had been received:

Steve Boorman	Chair
Mike Goldsmith	Director
Justin Varney	Advisor
Kris Ambler	BACP (Observer)
Rob Hampton	Co-opted member
Fiona King	FOHN
Angela Whitehead	Ioh (formerly AOHNP)
Sayeed Khan	Make UK
Louise Murray	NHS Employers
Jessica Scrimshaw	NHS Employers
Aliya Rehman	NHS Employers
Shriti Pattani	NHS Health at Work Network
Maggie Mbanefo-Obi	PHE
John Chisholm	RCGP
Roger Bibbings	RoSPA
Nick Pahl	SOM

It was noted that the Chair was attending a funeral and was sorry not to be able to chair the AGM. It was hoped that a full meeting of the Council could take place in the next few weeks, again via Zoom. Further details will be circulated in due course.

2. Minutes of the AGM held on 16 May 2019

The minutes of the meeting held on 16 May 2019 had been circulated. It was noted that all actions had been completed. The minutes were accepted as an accurate record of the meeting.

3. To note the timetable for election of Directors

It was noted that no elections were due in 2020. The timetable had been circulated.

4. To note the membership of the Board of Directors and their retirement dates:

It was noted that the following were Directors of the Board and their retirement dates noted:

Steve Boorman	Chair	2021
Tom Stewart	Deputy Chair	2022
Karin Bishop	Director	2021
Robin Cordell	Director	2022
Mike Goldsmith	Director	2021
Bev Messinger	Director	2022
Mandy Murphy	Director	2021
Joy Reymond	Director	2022

Diana Kloss

Honorary President Lifetime

Noting that 50% of the Board were due to retire in 2021, it was agreed that this should be considered at the next Board meeting. Robin Cordell, added that the Governance sub-committee had created new Terms of Reference for Board members, and this included their tenure.

Action: AM

5. To confirm the reappointment of accountants – Begbies

The attendees confirmed they wished Begbies to be reappointed as the Council's accountants, and thanked them for all their help and advice during 2019. A confirmation letter would be sent to Begbies.

Action: SB / AM

6. Annual Report

The Deputy Chair confirmed that the Chair's report had been circulated prior to the meeting. The Chair was praised for the quality, readability, and content of his report. It was suggested that the report should be put on the Council's website. It was suggested that the number of member organisations could be included in the report. This would show the growth of the Council year on year.

Action: SB / AM

The Deputy Chair reported that the newly-formed Governance sub-committee had prepared a Board Evaluation Survey. This had now been completed and the results would be discussed at the next Board meeting. A full report would be given at the next Council meeting.

Action: SB / AM

7. Financial Statement for financial year 2018-19

The financial statement for the financial year 2018-19 had been circulated. It was noted that there was currently £8k (from the OH Workforce Project), and £11.5k (from the newly-established Mental Health joint initiative with BACP and the Council), held in restricted funds. The current bank balance as at 18 May 2020 was £33,974. It was noted that the annual surplus was dwindling year-on-year.

The Deputy Chair asked all organisations to do all they could to donate to the Council for the year 2020-2021. He acknowledged that not all organisations were able to make a financial contribution, and that benefit in kind was very helpful. The Council has very low outgoings, and does a huge amount with its limited resources. However, even a small donation from an organisation is easier to increase in future years.

It was agreed that the secretariat would raise invoices for all member organisations.

Action: AM / ALL

8. Any other business

There was no other business and the AGM closed at 1300.

