

HELOA ANNUAL GENERAL MEETING 2019

Crowne Plaza Hotel, Stratford-upon-Avon, Warwickshire

Thursday 24 January 2019

In response to member feedback, this year's agenda has been annotated with plain English explanations of each item to ensure everybody feels able to contribute. We hope that more experienced members will appreciate the value of doing this and that new members, or those with less extensive experience of formal meetings, will find this helpful.

1. To Note: Welcome and Introduction

Robbie Pickles, UK Chair, will outline the purpose of the AGM and explain how members can get involved.

2. To Note: Apologies for Absence

Harri Tatnell, UK Vice-Chair (Membership and Administration), will tell members who was not able to attend.

3. For Discussion and Approval: Minutes of AGM, 25 January 2018, and Matters Arising

Robbie Pickles, UK Chair, will ask members to comment on activity at last year's AGM, and will ask members to confirm these notes are accurate.

4. For Discussion and Approval: Executive Officer Reports

The HELOA Executive will outline what they, their teams, the committees, and Groups, have done this year.

4.1. Robbie Pickles, UK Chair, and the UK Committee

4.2. Charlotte Brooks, UK Vice-Chair (Training), and team

4.3. Harri Tatnell, UK Vice-Chair (Membership and Administration)

4.4. Joanna Marchant, UK Vice-Chair (Governance and Policy)

4.5. Rebecca Hollington, UK Vice-Chair (Partnerships), and team

4.6. Rebecca Montgomery, UK Vice-Chair (Communications), and team

4.7. Helen Walker, UK Vice-Chair (Group Development) and the HELOA Groups

Robbie Pickles, UK Chair, will ask members to vote to agree that these reports are fair and accurate.

5. To Note: Report on the Election and Appointment of Officer Posts

Joanna Marchant, UK Vice-Chair (Governance and Policy) will tell members who was elected or appointed to committees this year.

5.1. Elected Officers

5.2. Appointed Officers

6. For Discussion and Approval: HELOA Office update

Robbie Pickles, UK Chair, will tell members what has happened this year in the HELOA Office, and will ask members to vote to agree that this report is fair and accurate.

7. For Discussion and Approval: Officer Report and Financial Proposals for 2019/20

Joe Bradbury-Walters, UK Vice-Chair (Finance), will tell members what he has done this year, and will update members on the following items (tabled):

7.1. Completed accounts for the 2017/18 financial year

7.2. Provisional accounts for the 2018/19 financial year

7.3. Proposed membership costs

7.4. Proposed officer support levels

7.5. Proposed budget

7.6. Proposed auditor

Robbie Pickles, UK Chair, will ask members to vote on each item to agree that the report and accounts are fair and accurate and to approve the proposals.

8. For Discussion and Approval: HELOA Membership Review

Robbie Pickles, UK Chair, will ask members to comment and vote to the proposed motion (two-thirds needed to approve).

9. For Discussion and Approval: Honorary Membership and Commendations of Contribution

Harri Tatnell, UK Vice-Chair (Membership and Administration), will ask members to consider and vote on any nominations which have been received.

10. For Consideration: Any Other Business

Robbie Pickles, UK Chair, will ask members if there is anything else they would like to discuss.

11. To Note: Confirmation of Date of 2020 AGM & Conference - January 16th 2020

Robbie Pickles, UK Chair, will formally tell members the date of the next HELOA AGM and confirm the provisional venue.