

Minutes of the AGM for the Landscape institute East of England Branch
County Hall, Chelmsford
Thursday 27th April 2017

1. **Apologies:** Sarah Potter, Manon Chevalier, Carolin Noble, Martina Sechi, Barbara Pyda, Rachel Cade
2. **Attendees:** Jonathan Dix, Catherine Bailey, Elizabeth Adams, Rachel Penny, Liz Lake, Sue Hooton, Sarah Long, Manon Chevalier and as attached list.
3. Minutes of last AGM, 3rd May 2016, approved
4. **Chair report / Elizabeth Adams:**
 - a. Review of the past year events, including Writtle and Cranfield student prizes, 6th Forum careers event, support for P2C study group and the public sector working group, Audley End Capability Brown celebration, Fullers Miller planting seminar, Milton Keynes Ecosystem Services by Design conference and the 'walk and talk' in Chelmsford with Place Services and AREA Landscape, which preceded the AGM.
 - b. Call for photographs for LI EE Banners
 - c. Congratulations to those who have achieved Chartership over the past year
 - d. Alexia Lozano, Dawn Purves and Javier Babi Almenar stepped down from the committee during the past year. Thanks given for their support to the committee
 - e. Acknowledgement given to the support provided by other LIEE members
 - f. Eleanor Manson will be supporting the LIEE this year in her role as LI Senior Development Manager – London & East
5. **Treasurer report / Catherine Bailey:**
 - a. Account of 2016 / 17 approved
 - b. The branch finance is generally healthy
 - c. We have continued to spend our reserves as requested by head office
 - d. There has been significant change to the Branch financial processes since the start of this year (2017), which predominantly has involved our switch to on-line banking
 - e. Turnover is almost double of what it was at this time in 2016 and whilst we have made a loss on some events, we have had significant numbers of members attending events, which has been very positive. Lessons have been learnt with regard some of our charging for events
 - f. Continued support of the Committee meetings, P2C study group, public sector working group and Cranfield and Writtle awards was agreed
 - g. Catherine is stepping down from her position as treasurer. Sarah Long agreed to join the committee as Treasurer.
6. Proposed Committee for year 2017 / 18 (approved by Liz Lake seconded by Ann Westover):
 - a. **Chair:** Elizabeth Adams
 - b. **Vice Chair:** Jonathan Dix

- c. **Landscape Institute Rep:** Catherine Bailey
 - d. **Secretary:** Martina Sechi
 - e. **Treasurer:** Sarah Long
 - f. **Social Media:** Manon Chevalier
7. **Eleanor Manson** (Senior Development Manager – London & East) Presentation on the LI priorities for 2017 – 18
8. AOB:
- a. Support for P2C study group to continue – payment for suitable room hire (monthly) and payment for a series of support seminars where agreed as a positive use of branch funds.
9. Conclusion