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|  | **CIPFA North East** |
|  | President: Jim Dafter |
|  | Vice President: James Charlton |
|  | Treasurer: Matt Calvert |
|  | Secretary: Lauren Liu |
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| minutes |  |
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| Meeting: | CIPFA AGM 2020 |
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| Date and time: | 16 July, 17:00am |
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| Venue: | Virtual Meeting |
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| Executive present: | Jim Dafter, Matt Calvert, James Charlton, Lauren Liu, Kevin Johnson, David Jobson, Clive Johnson, Bruce Parvin, Angela Waring, Jane Cuthbertson, Helen Dalby, Tracy Wood, Duncan McNulty, Peter Sullivan, David Smith, Paul Ryan, |
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| Also in attendance: | John Dixon, Gordon Oswald, Paul Ryan, Anna Snowdon, John Fenwick, Julie |
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| **1** | **Apologies for absence** |  |
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| **2** | **Minutes of AGM of 13 March 2019** |  |
|  | The minutes of the previous meeting were agreed. |  |
| **3** | **Financial report and audited accounts 2019 and revised constitution** |  |
|  | MC introduced himself as Treasurer and the requirement for the Region to produce annual accounts, which informs members of the Region's activity in the year and how members fees have been spent.  During the year, the region has continued to maintain strong levels of activity and has invested heavily in regional promotion; however, decreasing sponsorship and event expenditure have resulted in overall decreases in activity, with a reduction in reserves over the year (down £3,413 from £20,550 to £17,137).  The main activities in 2019 included our eighth regional conference, the Annual Dinner, sponsorship of the North East Accountancy Awards, sixth form management games and a number of training events for students and members. The region chose to use some of its reserves to support CIPFA nationally through attendance at CIPFA’s conference for the Regions and CIPFA’s National Conference. This reduced the region’s reserves by £1,396BP commented even though we had decrease in reserves from last year, we learnt from the past and improved in this year. Taking the second Woman in Leadership as example, by working with Northumbria university we achieved better financial position and better venue representation. MC added due to the pandemic the financial position in 2020 is hard to predict but the subsidies from CIPFA will help our event to breakeven in average. The Financial Report and Audited Accounts were approved and signed by the President, Vice President and Treasurer. |  |
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| **4** | **President’s Annual Report 2019** |  |
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|  | JD showed his honour and thrill to take over from Judith Savage to become NE President in March 2019. He has found the position challenging at times but very fulfilling and has met some fantastic colleagues from around the countryA few colleagues stepping down from Exec this year especially Eleanor Goodman who is a past Secretary and Peter Sullivan who has stepped down from his comms role after many years of dedicated work during the year. JD addressed he would like to officially place on record his thanks to them all.JD gave a review of the activities of the last 12 months and appraised the Executive have organised some fantastic events that have been very well attended.* **Students Games** both north and south of the Tyne. JD have attended the last 3 years. He expressed it is a privilege to be involved. Seeing 6th formers do what they do is incredible and to see some of them growing during the day is very satisfying. JD thanked all the volunteers, especially David Jobson, Angela Waring and George Clark for their sterling efforts. This event is expected to be expanded next year and JD urged everyone to involved. It is a very rewarding day.
* **Annual Dinner** – Over 70 CIPFA members and guests gathered for the 2019 CIPFA NE Dinner at the Crowne Plaza Hotel Newcastle on Friday 3 May, organised by Bruce Parvin who does a great job. We had a speech from CIPFA National President, Sarah Howard reflected on her longstanding involvement with the Institute, from grass roots level which started in the NE Region. We also received a very emotional speech from CIPFA’s Business Development Manager Dan West who spoke passionately about SANDS, the Stillbirth and Neonatal Death charity that supports parents who suffer the tragedy of losing a child in such circumstances. The fantastic sum of £570 was raised for the charity.
* In July 2019, we held a **CPD Event – An Auditor Calls**... Getting the most from their visit. Presented by Mike Newberry and Phil Wherry from the National Audit Office (NAO), a mix of CIPFA and AAT colleagues gathered at the NAO office in Newcastle in July 2019 for a CPD session on how to get the most from the visit of an external auditor. This excellent event outlined the role of the auditor along with many tips about how to get the most from the onsite visit. Mike and Phil outlined how best to prepare for a visit, including what can be prepared before the auditors arrive and what to expect when they are on site. They also looked at what makes good quality accounts, the evidence required to support the accounts along with the pitfalls to avoid.
* **Graduation Ceremony** held at the Mansion House - We held our first ever graduation ceremony at the Mansion House in Newcastle on Friday 13 September 2019 to celebrate the achievements of our newly qualified graduates, members and prize winners.
* The **Annual Conference,** JD highlighted itcontinues to go from strength to strength, with last year being the best he has attended. The feedback continues to be fantastic with the speakers, especially terrifying session from the North East Counter Terrorism unit. JD gave a special mention to Angela Waring and Jane Cuthbertson for their hard work in organising this.
* **CIPFA 2020 Workshop** - CIPFA announced last year it was undertaking a full review of the Professional Qualification (branded CIPFA 2020). On the 21st January 2020, Niall Hamilton, CIPFA 2020 Project Manager facilitated a workshop at the Mansion House, Newcastle as part of the qualification consultation phase, gathering feedback from CIPFA members and students in the North East. The aim of the workshop was to produce, as a group, a high-level qualification based on what attendees deemed to be important skills or characteristics needed to carry out the role of a professional accountant. These traits were organised in groups of similar skills / characteristics and were revisited and revised throughout the morning until arriving at a ‘final product’ identifying what modules ought to be included in a refreshed CIPFA qualification.
* **Inspiring Women II** event. Approx. 100 attendees at Newcastle University, a list of great speakers and very positive feedback from delegates

At the end, the president gave his huge thanks to James Charlton who has taken a huge weight of his shoulders as his workload became heavy. He also applause for the support from the regional Exec and new volunteers.  |  |
| **5** | **Election of officers and membership of the Executive 2020** |  |
|  | President: Jim DafterVice President: James CharltonTreasurer: Matt CalvertSecretary: Lauren LiuWebsite & Social Media: Kevin Johnson  The committee thanked PS, SA, LB and RC for their contributions to the exec.  The elected officers were approved and the other members of the committee to continue. |  |
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| **6** | **Any other business**JC presented a proposed revision to the Constitution, an amendment to reflect that national council members are elected on a regional basis now, rather than by sector they employed in, and recognises that national Council members for the North East are also recognised as members of the North East regional council. The motion was approved.The AGM is finished by two pre-record conversations with Patrick Melia and John Fenwick regarding the challenges and lesson learnt from Covid-19  |  |