



**IHBC South East Branch  
Annual General Meeting**

**The Stag Theatre, London Road,  
Sevenoaks, Kent**

**Friday 4 October 2013.**

**MINUTES**

**Present:** Seán Rix (Chairman), Lone Le Vay, Debbie Maltby, Chezel Bird, Clare Dales, Andrew Norris, Glenn Moore, Daniel Cooper, Paul Mouneaux, Samuel Moss, Ben Tubb, Rod Shaw, Paul Wallace, Judith Norris, Rowanne Pye, Thomas Holman, Simon Algar, Kate Gunning, Stephen Langer, Sue Langer, Johanna Roethe, Robin Stannard, Sarah Sullivan, Catherine Jeater, Alison Cummings, Samantha Johnson, Alma Howell, Paul Barker, Eimear Murphy, Gianni Simone, Louise Priestman, Posy Metz, Edward Sargent, Michael Almond, David Kincaid, Martin Higgins, Oliver Chapman

**1 Apologies**

Michael Rowan, Nicky Twort, Nigel Barker, Peter Mills, Geoffrey Kavanaugh

**2 Minutes of the AGM of 12 October 2013**

Nicky Twort was present, but this was not recorded. Otherwise, the minutes were unanimously agreed.

**3 Matters arising**

None.

**4 Chairman's report (circulated)**

Seán Rix confirmed that he will be standing down as branch Chair this year, and that he has enjoyed his experience as Chair. The branch is therefore looking for a successor, and he asked that people make themselves known for this or for any role on the branch committee, even as simply a member without a portfolio.

**5 Treasurer's report (circulated)**

Lone Le Vay reported that funds from last year are available to be taken forward to events for the new year. Please let a committee member know if you have any ideas for events.

**6 Election of Officers**

Peter Mills (not presented) communicated before the meeting that he would like to stand down as Surrey rep, but as no volunteer has come forward as a replacement, he volunteered to remain in the role for one more year. Lone Le Vay will remain Treasurer but is standing down as West Sussex rep. Oliver Chapman volunteered to return as Kent rep. Eimear Murphy, Clare Dales and Jason Clemens have volunteered as a committee members without portfolio. The branch is therefore currently looking for a Chair, Surrey, East Sussex, and West Sussex reps, but would also welcome more volunteers to sit on the branch committee with no formal role.

Following the meeting, Catherine Jeater volunteered as West Kent rep, which can be confirmed at the next AGM.

With the approval of those attending, the new posts were confirmed and the rest of the existing committee were happy to continue to serve.

## **8 AOB**

The idea of a forum to allow members to discuss cases with peers within the branch was discussed, which could take the form of evening meetings. Any ideas on other formats from branch members are welcome. Topics could include extensions, interpretation of the NPPF (especially the terminologies of substantial and less than substantial). Andrew Norris also noted that the branch committee exists now as a similar forum, where current issues are discussed, and that meetings count as CPD – these may be other reasons for branch members to consider a role on the committee. Paul Barker suggested that meeting venues should be rotated more often to be more accessible.

All present thanked Seán Rix for his dedication in three years of acting as Branch Chair.

## **9 Date of next meeting**

To be held during branch day school. Venue and date to be confirmed.

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