Annual General Meeting

of the

North East of England Branch

Agenda

York St John University
Lord Mayor’s Walk
York YO31 7EX

Monday 7 September 2015
12.30pm
Agenda

The Annual General Meeting of the North East of England Branch will be held on Monday 7 September 2015, 12.30pm at York St John University, Lord Mayor’s Walk, York YO31 7EX.

1. Welcome and introduction

2. Declaration of interest

3. Minutes of AGM held on Friday 12 September 2014

4. Matters arising from previous minutes

5. Reports:
   5.1. Chair and Secretary report
   5.2. Honorary Treasurer’s report

6. Reports for information
   6.1. Other committee members’ reports

7. Election of Officers & Committee members
   7.1. Chair Elect
   7.2. Honorary Secretary
   7.3. Honorary Treasurer
   7.4. Committee Member - Newsletter Editor x2
   7.5. Committee Member x2

8. Introduction of new Chair

Declaration of Interest

All members who wish to undertake work for the Society are required to complete a declaration of interest form so that the Society can hold a register of members’ interests for all boards, committees, standing committees and working groups in order to comply with Charity Commission guidelines. This also applies to members that want to contribute to meetings such as AGMs.

Where members and representatives have identified a conflict of interest, they must declare it and withdraw from consideration of any related matters. This is to assure the public and members of the Society that our professional, legal and financial responsibilities are carried out in an impartial and transparent way. It also protects members and representatives who support Society activities, by demonstrating transparency and impartiality in the decision making process.

Details and the appropriate online forms can be found via OCRA:

- http://ocra.bps.org.uk/ocra/statementofinterest/
AGM Minutes (Draft)

North East of England Branch

Date & time: Friday 12th September 2014 at 4pm
Place of meeting: University of Northumberland

1. Introduction
   1.1. Julie Freeburn welcomed everyone to the meeting, which was well attended. As this was the first AGM there were no formal apologies.

2. Declaration of interest
   2.1. There were no declarations of interest.

3. Minutes of the previous AGM
   3.1. There were no previous minutes to be approved.

4. Matters arising
   4.1. There were no matters arising.

5. Reports
   5.1. Chair’s report
       5.1.1. Julie stated that there would be an Executive Meeting following the AGM, with the new committee members. This meeting would consider the roles of committee members and the events for the coming year.
       5.1.2. In addition the website would be updated and the Psychology in the Pub, which has been very successful, would continue.

   5.2. Honorary Treasurer’s report
       5.2.1. Ian Conyers pointed out that there was no formal report for this first AGM; however, the finances of the North East Branch were acceptable for work planned.

6. Other reports for information
   6.1. The additional reports were noted for information.
7. Election of Officers and Committee members

The following committee members were appointed:

7.1. Chair
7.1.1 Julie Freeburn was elected unopposed for two years (until 2016)

7.2. Honorary Secretary
7.2.1 Lorna Hamilton was co-opted for one year (until 2015)

7.3. Honorary Treasurer
7.3.1 Ian Conyers was co-opted for one year (until 2015)

7.4. Ordinary Committee Members
7.4.1 Pamela Graham elected for three years (2017)
7.4.2 Roxane Gervais elected for three years (2017)
7.4.3 Greta (Margaret) Defeyter elected for three years (2017)
7.4.4 Jacobus Empson co-opted for one year (2015)
7.4.5 Anne Shepherd co-opted for one year (2015)

7.5. Appointed Committee Members
7.5.1 Sarah Pearson (2014–2015)
7.5.2 Kristina Mockute (2014–2015)
7.5.3 Beth Bell (2014–2015)
7.5.4 Eleanor Davies (2014–2015)
7.5.5 Susan Whitcombe (2014–2015)

7.6. Representatives
7.6.2 DCoP Representative – Jacqueline Akhurst
7.6.3 Psychology of Women – Alison Bareham

8. Concluding Comments

8.1. Julie thanked all the North East Branch members for attending the AGM and acknowledged the work of the members who had run events in the previous year.
8.2. The members thanked Julie for undertaking the role of the Chair for the BPS North East Branch.
Annual Report

Reporting committee member/Co-opted committee member:
Summary from North East Branch Minute of Meetings

Report focus:
Chair and Secretary report

Report summary:

1. Summary review of past 12 months including any recent activities

This has been a particularly busy year for the NE Branch Committee, with organisation of ‘Psychology in the Pub’ events, Annual Conference, production of the North East Bulletin, and the management of social media.

- Annual Conference to be held on Monday 7 September at De Grey Court, York St John University with the theme ‘Psychology through the Lifespan’. Three concurrent streams of presentations/symposia/workshops are planned plus three keynote speakers. The BPS President, Professor Jamie Hacker-Hughes will be attending.

- NEEB Bulletin, published in August, contains contributions from the conference as well as reflecting a broad theme of ‘Psychological Trauma’. The next issue is due out in November; contributors to the Bulletin are always welcomed.

2. How recent activity has raised the profile and contribution of the North East of England Branch to external organisations and to the general public

- There have been six ‘Psychology in the Pub’ events this academic year. These are attended by members of the public as well as students studying psychology and qualified psychologists. It was noted that attendance is good in university term time; however, it tends to be less good in the holidays. These events are publicised in The Psychologist and the York Press as well as on the North East Branch website.
3. Plans/Actions for the following 12 months

- Consideration is being given by the North East Branch committee to holding a student conference in Sheffield in 2016.

- ‘Psychology in the Pub’ events will continue, with details being posted on the web. Proposed events include:
  - 1 October – Red Deer pub, Sheffield
  - 26 October – Duke of York pub, York

- North East Branch Strategy Document is being updated. This contains information about activity of the group, objectives and planning for the coming year.

The North East Branch committee welcomes any BPS member willing to take part in organising events. For an initial discussion, contact the NE Branch Chair.

Date completed: 4 August 2015
# Annual Report

**Reporting committee member/Co-opted committee member:**

Ian Conyers

**Treasurer’s report**

**Finance data:**

I am pleased to inform our Branch members that last year to December 2014 we had a surplus of £4018, which added to branch reserves they now amount to £14,893.

However, so far this year our spend has been £4588, but to date we have had no notification of our subvention for this year, so it remains uncertain if this amount will be offset against expected income or will have to be deducted from our reserves.

Our most significant expenditure for this year will be the funding required to subsidise our annual conference. We have estimated this could amount to £6000, which is partly dependent upon the number of members who attend.

Without a subvention, given our commitments for the remainder of this financial year, and these two substantial amounts (totalling £10,588), as the year progresses I cannot say with any degree of confidence that our financial position will remain as healthy as it has been in previous years.

Should this position change, I shall update the membership of our new financial position as the picture emerges.

**Date completed:** 23 July 2015