CHARTERED INSTITUTE OF CREDIT MANAGEMENT

**THAMES VALLEY BRANCH**

### Minutes for Committee meeting

27th March, 2024 @ 5pm

Virtual via Webex

**Attendees**

Dee Weston (DW) Chair

Ruth Howard (RH) Secretary

Heidi Pocock (HP)

Jon Swan (JS)

**Apologies for absence**

Gary Baker (GB)

Paula Swain (PS)

Pete Courtnage (PC) Treasurer

Jason Braidwood (JB)

**Minutes of last meeting**

Agreed by DW

## Chair’s remarks

DW would like feedback from the committee members as to how we can get more participation and believes it is appropriate for branches to talk with one another.

DW received an email from Laurie Beagle who will be setting up a call with DW and the Branch to get an understanding of why we are so successful. DW would like all committee members to participate in this meeting.

## Treasurer's report

Reminder that the total Branch 2024 budget = £2,000.

RH filed an expenses claim for the sum of £42.90 for the AGM meeting at Hays. Acknowledged by Donna Beagley at CICM HQ.

# Education report

HP hasn’t been notified of any upcoming events.

HP asked if the branch had any marketing material to take along to a careers event. DW would like to see a ‘goodie bag’ that is specifically geared to those students who are genuinely interested in information on apprenticeship and study. Materials that hook students in and provide them with meaningful information about how they can take the next steps.

**Events**

Bombay Sapphire social event on Sat 24th Feb, 2024 went ahead. GB, RH and two guests (4 individuals in total) attended.

Quiz social - 17th April at the Waggon & Horses, Twyford, RG10 9AJ from 6:30pm on 17th April. Save the date has been submitted to HQ & 8 people have registered to date.

May Golf social 23rd May - GB sent a Save the Date and it is on the CICM website.

AGM Wed 20th Mar, 2024 at 9am (Hays, Reading, The Blade, Abbey Square, Reading)

Thank you to Hays for hosting!

RH noted that AGM meeting minutes were circulated. A couple of amendments have been made and circulated again. Minutes have also been shared with CICM HQ.

Equinix formal event potentially in June

GB is the principal contact with Equinix for this event.

RH to schedule a meeting for next Friday with the whole committee to firm up the event agenda

DW noted that we have Naveed Sheikh speak at this event about internal audit

2024 Credit Day - To be pushed out to November (Date yet to be decided)

DW sent an email to the Southern Branch Chairs to cascade to their committees on 25th March asking each branch to present 3 theme/subject ideas with a justification and their opinion about a venue. Deadline is Friday 5th April.

Feedback will be collated. RH to set up a meeting in the week commencing 8th April to review the feedback and start making decisions.

RH mentioned that automation/machine learning/AI/RPA type theme would be an interesting topic

JS mentioned that fraud would be another good subject to cover. He has contacts to get hold of the ‘Fake Duke’ and will reach out to get the cost.

General consensus with those in attendance at this meeting was that Brooklands Museum (Weybridge) would be a good venue as it is close to the M25 / M4.

Branches Willing to Participate / Provide Funding

* Thames Valley
* Sussex & Surrey
* Kent
* East of England

Bristol & West was consulted but believe it may be too far for their membership to travel to get to an event. RH also reached out to the chair of the London branch but didn’t receive a response.

 **Event Calendar:**

| **Date** | **Event** | **Location** | **Owner** | **Type** | **Time** | **Branch** | **Cost / comments** |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Feb | Quiz | Twyford | Jon | Social |  |  | Join an established pub quiz? |
| 28th March | AGM | Slough |  |  | 28th am |  | Hays office |
| 20th April | Curry Social | Reading | Ruth | Social |  |  | Curry in Reading |
| 21st Jul | Golf |  | Gary |  |  | TVB | Advertised on CICM website |
| Jul/Aug (TBD) | The Vyne & Pub lunch | The Vyne | Ruth | Social |  | TVB | £30 + £14 per non-member (self-funded) |
| 23rd Aug | Volunteering | Verizon | Heidi / Ruth | Formal |  | TVB | Face to Face - Verizon Reading Office  |
| 14th Sept | Pizza Evening | Windsor | Heidi | Social |  | TVB | Prezzo (Self-funded) |
| 12th Oct | Credit Day | The Stoop | Gary / Natascha | Formal | Full Day | Southern Branches |  Face to Face£1000/Branch |
| 13th Oct | Charity golf |  | Gary | Social |  | Bristol & West branch |  |
| 13th Dec | KYC | Hays, London | Dee | Formal | Half Day | Southern Branches | Face to Face |
| 7th Dec | Xmas meal | Old Bell | Heidi | Social |  | TVB | Committee only & Self funded  |
| Jan ‘24 | NA | NA | NA | NA | NA | NA | NA |
| 24th Feb ‘24 | Bombay Sapphire | Whitchurch | Gary | Social |  | TVB | Self funded. Tickets from website |
| 20th Mar ‘24 | AGM | Hays, Reading | Ruth | Formal | AM | TVB | Face to face |
| 17th Apr ‘24 | Quiz Night | Twyford | Jon | Social |  | TVB | Wagon & Horses. Self Funded |
| 23rd May ‘24 | Golf | TBD | Gary | Social |  | TVB | Self Funded |
| Jun ‘24 | Equinix | Slough | ? | Formal |  | TVB |  |
| Jul ‘24 | NA | NA | NA | NA | NA | NA | NA |
| Aug ‘24 | NA | NA | NA | NA | NA | TVB | NA |
| Nov ‘24 | Credit Day | TBD | Committee | Formal | 1 Day | Southern Branches | Fund using Branch budget |
| Oct ‘24 | Charity Golf | NA | Gary | NA | NA | NA | With Bristol & West Branch |
| Nov ‘24 | NA | NA | NA | NA | NA | NA | NA |
| Dec ‘24 | Xmas meal | ? | Heidi | Social | ? | TVB | Committee only & Self funded  |
| Completed | Confirmed | In planning | At risk / late / cancelled |  |   |  |   |

**Publicity & Membership**

Linkedin membership number is **357**

**Any other business**

DW is asking the committee to think of the subject matter they would like the Credit Day to cover and provide their feedback no later than 5th April.

**Date and time of next meeting**

Tuesday 7th May @ 17.30, Virtual via Webex