



**MINUTES OF CIEH BUCKINGHAMSHIRE BRANCH ANNUAL GENERAL MEETING**  
**HELD AT STOKE MANDEVILLE COMMUNITY CENTRE, AYLESBURY**  
**ON 22 JANUARY 2010**

<b><u>Present:</u></b>	Andrew Collinson	Chairman
	Gillian Clarke	Junior Vice Chairman
	Simon Teesdale	Treasurer
	John Rasell	Secretary
	Neil Green	Senior Vice Chairman
	Kim Bennett	Milton Keynes Council
	Jennifer Trigwell	Milton Keynes Council
	Des Hillier	Milton Keynes Council
	Linda Lofts	Milton Keynes Council
	Nina Clough	Milton Keynes Council
	Lyn Goodwin	Milton Keynes Council
	Martin Harney	Milton Keynes Council
	Keith Miller	Milton Keynes Synergy
	Steve Bennett	Milton Keynes Synergy
	Stacie Hollingsworth	Branch Rep - Wycombe District Council
	Puran Sanichara	Branch Rep – South Bucks District Council
	Sean Dunne	Branch Rep – Aylesbury Vale District Council
	Richard Swan	Aylesbury Vale District Council
	Isobel Feber	Branch Rep - Chiltern District Council
	Guy Quint	Central Bedfordshire
	Tony Lewis	CIEH
	Alan Higgins	CIEH / South East Region
	Glynis Channel	Chiltern District Council
	Ian Snudden	Chiltern District Council

<b><u>Apologies:</u></b>	Jennifer Folliard	
	Pete Scott	
	Steve Parkins	
	Natasha Bentley	Branch Rep - Milton Keynes Council
	Mary Millard	Milton Keynes Council
	Ed Fisher	Milton Keynes Council
	Lindsey Hone	Milton Keynes Council
	Nicola Runagall	Milton Keynes Council

**1. Chairman's Welcome and Overview of 2009**

The meeting opened at 10.30 with Andrew Collinson, the outgoing Chairman, reviewing the year and commenting that it was an extremely successful year albeit with the extremely sad

**Action**

loss of David Bloomfield, who so significantly supported the Buckinghamshire Branch. The branch had made a donation to his nominated charity, with many branch members attending his funeral. On a more positive note, Lindsey Hone had been awarded the silver medal for 2009 with the branch presenting her a bouquet of flowers on 21 January 2010 as she unfortunately could not attend the AGM.

More training than had ever been organised in the last 12 months by the Branch with 14 separate training events run from the very large 150 delegates for the Pennington E-coli seminar to smaller events. Andrew particularly thanked the committee for their efforts and, in particular, highlighted the considerable work done by Natasha Bentley in collating bookings and financial issues, which was extremely time consuming but extremely necessary particularly if the Branch was to continue to put on events that attracted many members.

Throughout his tenure, there had been an initiative to support students, with various training opportunities identified and he hoped that this would be further developed in 2010. He ended by confirming that he had enjoyed his year as Chairman and that it had been most worthwhile and rewarding.

## **2. Confirmation of Minutes from 12 November 2009**

The minutes were accepted as a true record, with no amendments and agreed by all present, with the Chairman signing off the minutes.

## **3. Treasurer's Report and Approval of Branch Accounts**

Simon Teesdale presented and explained the branch accounts for the year ending 31 December 2010. He explained that a year ago the bulk statement would be of 1 page for the full year and now ran, because of the number of events, to over 4 pages.

Donation collections from training events throughout 2009 had raised just short of £300 for the nominated charity of the Air Ambulance and the branch intended to round this sum up to £300 and forward a cheque to the local Air Ambulance.

It was suggested by Simon that the collection money raised at the AGM should, instead of normally going to the nominated charity of 2010, go to the National Charity Appeal for Haiti. This was agreed by all members (NB: Addendum approximately £192 was raised from member's generosity for the Haiti appeal). There were no significant questions in respect of the account, with members noting that the balance had increased mainly due to the large training events of the Pennington Enquiry, Legionella Seminar and the Noise Seminar held in the last 3 months of 2009. The accounts were accepted as a true statement, with Gill Clarke proposing acceptance of the accounts and John Rasell

**Simon Teesdale**

seconding this proposal, which was agreed by all. These accounts will now be forwarded to CIEH, HQ and South East Region.

#### 4. **Secretary's Report**

John reviewed the year's training and asked any member who required specific training to inform the relevant branch rep or him, so that the committee could consider such training in 2010 / 2011. An outline programme of training for 2010 was explained to members, with the likelihood that certain events may have to be rescheduled, subject to the availability of speakers, with probably the March Food Group event being scheduled for later in the year. It was suggested from the floor, as part of the flexible warranting scheme that the branch should look at the possibility, with the HSE, of providing training on the health and safety aspect of bailers and compactors. Andrew confirmed as outgoing Chairman that it was likely that Buckinghamshire would be the national pilot for this training.

A second request from the floor in respect of gas safety training, to include underground LPG pipe work was accepted and was passed to Terry Jenkins, who has agreed to provide practical and theoretical training on gas safety in 2010.

**Terry**

#### 5. **Election of Branch Officials**

Elections were then held and the following appointments were confirmed:

**Chairman:** Gillian Clarke  
 Proposer: Andrew Collinson  
 Seconded: Simon Teesdale

**Senior Vice Chair:** Neil Green  
 Proposer: Des Hillier  
 Seconded: John Rasell

**Junior Vice Chair:** There was no nomination from the floor to the committee and it was agreed that managers on return to their authority, should review the possibility of providing a volunteer for this essential post.

**C & I Rep:** Des Hillier  
 Proposer: Simon Teesdale  
 Seconded: Nina Clough

**Student Representative:** Isobel Feber  
 Proposer: Andrew Collinson  
 Seconded: Sean Dunne

**South East Regional Representative:** Provisional, Gillian Clarke or nominee

**Local Authority  
 Managers**

**Treasurer:** Simon Teesdale  
Proposer: Des Hillier  
Seconded: Neil Green

**Secretary:** John Rasell  
Proposer: Andrew Collinson  
Seconded: Richard Swan

The following branch representatives were then agreed by the members:

Aylesbury Vale: Sean Dunne  
Chiltern: Isobel Feber  
Milton Keynes: Natasha Bentley  
South Bucks: Puran Sanichara  
Wycombe: Stacie Hollingsworth

There then followed, from the incoming Chairman, Gillian Clarke, a presentation to Andrew Collinson, comprising a scale F1 model and F1 books to thank him from the branch for all his work throughout 2009.

## 6. **Charity Nominations for 2010**

The members discussed the following nominations:

- a. Thames Valley and Chiltern Air Ambulance Trust
- b. Brain Injury Rehabilitation Trust
- c. Help for Heroes
- d. Guide Dogs for the Blind

A vote was then taken with the overwhelming majority of members voting for the Brain Injury Rehabilitation Trust, which will now be our nominated charity for 2010 and has local centres in Buckinghamshire.

## 7. **Motion for Student Support**

After a short discussion, it was agreed that the branch should provide up to £500 at the discretion of the Committee for the support of students within Buckinghamshire. This was agreed by all. John also confirmed that the Eastern Region/Herts and Beds branch had confirmed that they would assist significantly in any initiatives put on by the branch for students, with a possible provision of examiners and ELP assessors, who were willing to come to Buckinghamshire to support Buckinghamshire based students.

## 8. Motion for Financial Support to Legal Training for Branch Members in 2010

After a discussion it was agreed that the branch should support this training event by subsidising by approximately £50 per member the cost of Buckinghamshire Branch members attending as well as providing the food, accommodation, venue and travelling expenses for the visiting Lecturer. John confirmed that he hoped to have a date in the near future, which would be disseminated to members. (Addendum – date confirmed 24 May 2010 at Civic Offices, Milton Keynes).

**John Rasell**

## 9. Any other Business

The incoming Chairman then stated that she hoped that 2010 would be a comparable successful year and that the branch would continue to go from strength to strength; providing training to members and other support as required.

Des Hillier then requested that the branch note his appreciation, which had already been put into Branch Lines for providing him a place at Best of the Best 2009, which he thoroughly enjoyed and had written an article on for Branch Lines.

## 10.

There being no further business, the Annual General Meeting closed at 11.50.

## 11. Training Presentations

Presentations were then received from Tony Lewis of CIEH, which led to considerable questions as he gave a deliberate contentious presentation on looking through the rear view mirror at the market place forward and backwards with the added difficulties of an election, budget cuts and the number of EHP's coming out of university without placements. Currently, 650 students were qualifying with only 220 places available. He also confirmed only 1% of the Local Government budget allocation goes to Environmental Health.

Roy Smith of Denios then gave an amazing 2½ hour practical and theoretical presentation on DSEAR that was enjoyed by all.

Alan Higgins, Chairman of Council, then gave a closing presentation on South East Region, confirming that the priority for 2010 and 2011 priorities included:

- Work to support members
- Improved communications
- Work and support for branches with the focus on re-energising dormant branches
- Work and support to Trustees
- Provide and support student EHP's

- Engagement with Regional Local Government, statutory agencies, MGO and private employees of EHP's.

There being no further questions after a lively question and answer session with Alan, the meeting closed at 16.30 hrs.

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**John Rasell**  
**Secretary - CIEH Buckinghamshire Branch**

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**Gillian Clarke**  
**Chairman – CIEH Buckinghamshire Branch**

**Distribution**  
**External:**

Andrew Collinson – Wycombe District Council  
 Neil Green – Aylesbury Vale District Council  
 Sean Dunne – Aylesbury Vale District Council  
 Stacie Hollingsworth – Wycombe District Council  
 Isobel Feber – Chiltern District Council  
 Puran Sanichara – South Buckinghamshire District Council

**Internal:**

Natasha Bentley – Milton Keynes Council  
 Simon Teesdale – Milton Keynes Council  
 Gillian Clarke – Milton Keynes Council  
 Des Hillier – Milton Keynes Council

**External Information:**

Tony Lewis – CIEH, Chadwick Court  
 Vicki Gracie-Langrick – South East Region Executive Officer for South East Region  
 Website