

MINUTES OF THE LEEDS AND WAKEFIELD BRANCH AGM

**THURSDAY 10TH JUNE 2010
MILLSHAW PARK WAY, LEEDS**

WELCOME

The meeting commenced with a talk from the guest speaker Derek Hallam, Solicitor at Henry Hyams, Leeds. Derek Hallam is contracted by Leeds City Council to take their Environmental Health prosecutions. His talk covered 'what makes a good prosecution file and good witnesses' followed by a Q & A session. This was followed by AGM business

ATTENDEES: April Fisher, Ruth Priestley, Trish Dobson, Rachel McCormack, Chris Hussell, Mark Everson, Ruth Turner, Claire Riley, Liam Smith, Jane Higgins, Claire Copley, Carole Lister, Chrissi Vincent, Dave Bewell, Tania Shiffer, Steve Clarke, Mau Yip, Rachel Breach, John Tootle, Robin Oliver, Veronica Yau, Janet Neve, Colleen Rudge, Mark Howarth, Keith Gibson, Andrea Smith

1. APOLOGIES: None

2. MATTERS ARISING FROM LAST AGM – 25TH APRIL 2009

- No matters arising

3. UPDATE FROM REGIONAL INTERIM MANAGEMENT BOARD MEETING/SECRETARIES/TREASURERS FORUM

- CIEH have undergone an organisational change over last 12 months so it will be advisable to check website for new contact names. Two people commissioned to work more closely with regions and branches to ensure members are provided with better value for money.

- 'my CIEH is a member's online community forum. It is for members only and can be used as a communication tool between members. CPD can also be recorded. Members will need a password from HQ to access it.
- Consultation on the new structure of the council who governs CIEH, i.e. Trustees etc will be posted in the next few weeks on 'my CIEH'.
- Continuing to widen the membership including a 'corporate' membership grade for companies who buy into the ethos of CIEH and their values and vision. All trainees will be asked to join and their local rep will be asked to branch meeting.
- All events will be posted on the regional website and my CIEH as well as EHN and personal emails (advisable to check with HQ if they hold your current email address).

4. TREASURERS REPORT

Chris Hussell provided an overview of the accounts for the branch. The accounts have been produced by Chris and checked by Trish Dobson. An extra £300.00 was received from the Region last year and the total amount in the account at present is £456.00.

5. REVIEW OF BRANCH EVENTS 09/10

An update was given to inform the meeting of the events that were organised between 25th April 2009 and 27th April 2010. These included;

- The AGM which was held at Temple Newsam and had 19 attendees
- Visit to a permitted glass works, 17 attendees
- Trip to Osset Brewery, 19 attendees
- Visit to A2 permitted site Kodak, 21 attendees
- Branch committee meeting, 8 attendees

A total of 10 1/2 hours CPD was awarded.

Thanks to all who organised the visits and also thanks to the branch caterers Trish Dobson and April Fisher

6. ELECTION OF CHAIR, SECRETARY, TREASURER AND COMMITTEE MEMBERS

April Fisher was elected for the third year as Secretary
 Ruth Priestley was elected for the third year as Chair
 Chris Hussell - Treasurer

Committee Members are:
Rachel McCormack
Trish Dobson
Claire Copley
Mark Everson
Ruth Turner
Jane Higgins
Liam Smith

Dianne Widdowson and Tania Shiffer have stepped down from the committee. The branch would like to thank them for their help and support.

Three new committee members joined the branch, Ruth Turner, Jane Higgins and Liam Smith. The branch would like to welcome them.

7. PROGRAMME IDEAS FOR THE FORTHCOMING YEAR

Members put forward possible speakers and subjects for future events:

1. Visit to Coca-cola plant in Wakefield organised by Rachel and Liam, 27/07/10
2. Steve Waterhouse – City Services at Leeds, possible subjects, Waste issues and Travellers
3. Request for rounder's game, Asda have put in a challenge
4. Area regeneration visit (Leeds)
5. Gregs or Arla foods
6. H&S golf club
7. Visit to Hollywood Bowl to check pin spotting machinery and latest standards
8. AGM March 2011

Any help in organising the above events will be greatly appreciated.

If anyone has any further ideas or suggestions please feel free to contact April or Ruth if any help is required with organisation.

8. ANY OTHER BUSINESS

In order to obtain some feedback on what people would like the branch to do Trish and Chris produced a questionnaire. 27 were completed and put into a prize draw for a Food Hamper. The winning questionnaire was drawn and Claire Copley was the lucky winner.

Thanks to everyone who took time to complete the questionnaire and the branch will try to take on board the comments made.

9. DATE AND TIME OF NEXT MEETING

To be arranged March 2011.