



Bedford Branch

Minutes of BCS Bedford Branch Annual General Meeting

Held in the St Andrew Church Hall, Bedford

On 15 September 2010 at 19:45

Present:

Bob Lincoln	<i>Chairman/Email Co-ordinator</i>
Ip-Shing Fan	<i>Secretary/Education Liaison Officer</i>
Richard Maddison	<i>Treasurer</i>
Ian Wilson	<i>Webmaster</i>
Chris Knight	<i>Membership Secretary</i>
David Briggs	<i>Committee</i>
Bob Bethell	<i>Committee</i>
Anthony Bodle	
John Pearlman	
Kate Davies	

1. Apologies for Absence

Richard Williams, Bryan BL ITC.

2. Minutes of Last AGM

The Minutes of the 2009 AGM were accepted as a true record.

3. Matters Arising

There were no matters arising not covered by the 2010 Agenda.

4. Chairman's Report

See attached.

5. Treasurer's Report

Richard Maddison presented the Branch accounts(attached) with the theme **All wrong – then alright!**

- Paul in his budget in 2009 bid for £300 for the extra months of April to August 2009, but we didn't use most of that.
- He bid for £600 for an event with Bletchley Park, but we didn't use that.
- BCS HQ reallocated the £1368 as in my sheet, but we didn't use £764 of that.
- We spent £704 for the prizes at our four local universities up to end of July, which was not in the original budget. *Note - £652 was presented at the AGM. The following day Richard received from BCS HQ the transactions for August and the end of year accounts. These showed that a second prizewinner presented their £52 voucher in August – thus increasing the £652 by £52 to £704.*
- During the year BCS HQ has improved the procedures for budgeting, so now we can bid realistically instead of high, as they will allow us to overspend if justified.
- BCS HQ codes have changed, and we have new forms for authorising payments of invoices.
- My budget bid for 2010/11 that I made last February may be too high – the 2009/10 outturn may be a better estimate, but one just doesn't know in advance which speakers will claim expenses and which won't.

6. Secretary's Report

- Regular correspondence with BCS HQ has been maintained. There were occasional contacts received from the website. BL and IF met with Richard Williams who has an interest to develop the area of SME IT. Richard was invited to the AGM but could not attend. There have been several potential contacts for YPG representatives.
- A programme has been prepared that runs into March 2011. There are monthly events starting from October. The local universities and collaboration with IET helps to enrich the programme. There are potential changes in details and the website would be used as the main means of communications.

7. Other Reports

- As Education Liaison Officer, Fan reported connection at the Higher Education, Further Education and the Schools levels:
 - The Student Prizes were very successful with the four local universities, Bedfordshire, Buckingham, Cranfield and Open in 2009-2010. The prizes were awarded successfully and some reported on the Branch website. The connection helps to add Bedfordshire and Open to our programme in 2010-2011. All universities expressed enthusiasm to work with the Branch.
 - Together with Chris Knight, contact had been established with the Bedford College and the first Branch event is organised with the College on 21 October. The College expressed intention to develop the relationship with the Branch further.
 - At the schools level, Bob Bethell is still working Hastingsbury School about 14-19 Diplomas on ICT and Business Administration and Finance.
 - Contact had also been attempted with the Education Officers in the Central Bedfordshire Council, Bedford Borough Council and Milton Keynes Council related to the National Science and Engineering week in March 2011. A named officer of the Central Bedfordshire is in contact, although there is not much we can offer.

8. Election of Committee

All the existing Committee Members had agreed to stand again. The result of the election for Officers was as follows:

Position	Nominated	Proposed	Seconded	Result
Chairman/Email Co-ordinator	Bob Lincoln	Andy Bodle	Kate Davies	Elected
Secretary/Education Liaison Officer	Ip-Shing Fan	Andy Bodle	Kate Davies	Elected
Treasurer	Richard Maddison	Andy Bodle	Kate Davies	Elected
Webmaster	Ian Wilson	Andy Bodle	Kate Davies	Elected
Membership Secretary	Chris Knight	Andy Bodle	Kate Davies	Elected
Committee Member	Bob Bethell	Andy Bodle	Kate Davies	Elected
Committee Member	David Briggs	Andy Bodle	Kate Davies	Elected

9. Any Other Business

None.

10. Date of Next Committee Meeting

The next Committee Meeting would be held on 18 November 2010 (Thursday) at 6:30pm in the Cranfield Social Club.

11. Date of Next AGM

To be advised.

Bob Lincoln declared the meeting closed at 20:30.