



The Institute of Consumer Affairs 34th Annual General Meeting

3.30-4.30pm Thursday 26 November 2009

Office of Fair Trading

Fleetbank House, 2-6 Salisbury Square, London, EC4Y 8JX.

1. Members Present

Alan Miles	David Bullen
Chris Benson	Susan Marks
Bob Imrie	Pam Swingler
Linda Cartwright	
Jacqui King	
Gill Mitchell	
Sue Payne	
Michele Shambrook	

2. Apologies and proxy votes were received from

Ann Kaye	P B Harrison
Graham Lambert	Claire Lilley
Andy Mackintosh	Huw Lloyd
Michelle Anderton	Jaswinder Matoo
Carol Brennan	Sue Mitchell
Davinia Cameron	Christine Norman
Mostyn Davies	Davinder Pangli
Vivienne Jones	Peter Shears

Apologies

Carole Bell	Adrienne Larkin
Steve Brown	Amanda McTaggart
Del Hickingbottom	Judy Maher
Kath Carney	Heidi Morris
Chris Chesham	Alice O'Connor
Alli Dunstan	Helena Twist
Juddith Gubbay	

3. The Chairman welcomed everyone and proposed that those present plus proxy votes received from those who, due to the postponement of the Conference were not able to attend, proceed with the AGM. The meeting agreed.

4. Minutes of 33rd Annual General Meeting held 26th November 2009

There were no matters arising and the minutes were accepted as a true record

5. Presentation of the Annual Report for 2009

The Chairman presented the Institute's 34th Annual Report for the consideration of the members.

He reported on raising the profile of ICA and was especially pleased that the views of members had been included in the report by the Law Commission following our meeting with them. He thanked the members and the Executive for their help and support and Michele and the OFT for the use of meeting rooms today and through the year. The Events

Committee will re-organise the programme for the Conference on the 4th March 2010. The Treasurer reported a better year but the lack of support leading to the postponement of the Conference was a disappointment. He thanked the Auditor.

The Membership Secretary reported on a busy year chasing outstanding subscriptions. Overall membership has increased and arrears are down. Take up of NIS has not been as high as hoped. She thanked the Area Representatives and also drew attention to the work of Marie-Helene Kutek who has always looked after the newsgroup very efficiently.

The Publications Officer thanked the production team, drew attention to the savings made this year and confirmed that the Executive Committee had agreed that Help and Advice was a vital link for members and would continue to be circulated.

Alan Miles proposed that the report and accounts be approved by the meeting, seconded by Jacqui King and agreed unanimously.

6. Motions

NOMINATION for Honorary membership

Marie-Helene Kutek - In recognition of her outstanding management of the ICA newsgroup since its inception.

Proposed by: Jacqui King Seconded by: Alan Miles Carried unanimously

MOTION

That ICA membership subscriptions and advertising fees be increased as follows:

Individual – from £35 to £40, with a £5 discount for early personal payment

Unwaged – from £14 to £15

Affiliates – from £50 to £60.

News and Information Service – from £150 to £180.

Advertising rates to increase as follows:

sent out on the icanews email group – from £60 to £75

on our website, from £50 to £65

in Help and Advice, from £100 to £125

Anybody who selects 2 of the above options will receive a £10 discount on the total, and if all three are selected, there will be a £20 discount on the total.

Background

The Treasurer is seriously concerned about the decline in finances over the last few years, and regards this increase as vital if the Executive is to keep ICA solvent. It is estimated that these increases will generate about £1000 over a whole year.

Proposed by: Bob Imrie Seconded by: Jacqui King Carried unanimously

7. Election Of Executive Officers

Alan Miles was proposed as Chairman by Linda Cartwright, seconded by Jacqui King. No other nominations had been received. Carried unanimously.

The Executive Committee was proposed en bloc and approved by the members.

Position	Officer
Chair	Alan Miles
Secretary	Sue Payne
Treasurer	Bob Imrie
Vice Chair	Chris Benson
Membership Secretary	Jacqui King
Publications	Jacqui King
Public Relations	Ann Kaye
Training Officers	Graham Lambert & Del Hickingbottom
Executive Member for Europe	Carole Bell
Executive Member for CD	Michele Shambrook
Officer without Portfolio	Linda Cartwright
Officer without Portfolio	Gill Mitchell

Election of Auditors

Bob Imrie proposed that the Institute approved Roman Leszczyszyn as Auditor. Seconded by Alan Miles and approved by the members.

Sub Committees

Publications Committee: Jacqui King, Kathy Lewis, Bob Imrie, Ann Kaye.

Proof Readers: Alan Miles, Bob Imrie.

Training Committee: Graham Lambert, Del Hickingbottom, Steve Brown.

Events Committee: Chris Benson, Alan Miles, Jacqui King, Linda Cartwright, Andy Mackintosh.

External Representatives

Consumer Education Liaison Group

Trust Mark

National Consumer Federation

National House Builders Council

Consumer Action Network

Michele Shambrook

Alan Miles

Sue Payne

Juddith Gubbay

Alan Miles

All were agreed and thanked.