



Minutes of a Meeting of the Council of the Stratford-upon-Avon Insurance Institute held in the FISSC room of NFU Mutual on 25th June 2015 at 12:30pm

PRESENT

Jamie Glover (JG)
David Ruddock (DR)
James Ward (JW)
James Cruse (JC)

Seisha Dixon (SD)
Tim Raistrick (TR)
Andy Craig (AC)

1. Apologies

Apologies were received from: Sarah Flood (SF), Caroline Fairclough (CF), Danielle Kyle (DK), Amit Patel (AP), Emma Martin (EM), Sue Davies (SDS), Jodie Horgan (JH)

2. Minutes of the meeting held 29th April 2015.

The minutes were signed as a true and accurate record of what had taken place.

3. Matters arising

- a)** *JC to contact Chatan Modi to gauge interest on Life side of business for SII lectures.*

JC confirmed that he had contacted Chatan, with it suggested that Sean McCann could potentially deliver a Finance lecture at Head Office. AC asked whether it would be held at Ryon Hill, with JC responding that it would still be held at Head Office and retain a GI element to maintain interest levels. AC suggested that he could speak to James Craig and Sam Bettridge to explore potential topics further.

Action - AC to discuss potential topics with Life Sales contacts

- b)** *JG to produce a list of council member contact details (for internal purposes only)*

JG confirmed that the list already exists on the SII website, but that he would check details and notify AH of any changes required.

- c)** *JW to contact Matt Ward for update on obtaining clarification concerning duty of care.*

JW confirmed that he has continued to chase this clarification, but that MW has faced difficulties obtaining this. MW to try and send this over shortly.

- d) *AG to issue amended eflyer to provide clarity around the new education framework*

AH confirmed that AG had sent the information to AH, but that the eflyer will be sent imminently.

Action – AH to send education eflyer

- e) *SD to produce Network News article and obtain photos from dinner taken by AG*

DR confirmed that SD produced the article and that it will appear in the next issue.

- f) *JW to organize and present gifts to security and reception staff.*

JW confirmed that gifts have been purchased and given to reception

- g) *JC to liaise with AH to ensure all policies are added to SII website*

JC confirmed that Health and Safety policy has been added already, but that the Diversity policy needs to be added. JW suggested that JC check policies required against accreditation letter.

Item to be carried forward

- h) *JC to discuss the awarding of general prizes with other institutes to see if they still do this*

Item to be carried forward

- i) *DR to set up a sub committee to begin progressing the lecture programme*

DR confirmed that the sub-committee had been created and that good progress has already been made. Once the lecture schedule has been confirmed the syllabus card will be produced.

- j) *DR to share update on SII branded ties when available*

DR confirmed that the tie design has been received and will circulate to council members.

4. OFFICERS' REPORTS

- a) **Secretary**

JG confirmed that dates for future meetings for year ahead have been agreed with FISSC and will be added to calendars shortly.

- b) **Treasurer**

see Note

c) Education Secretary

AG informed the council of a mentor request from an NFUM employee in Agency Department. Council members indicated that they would be willing to help out but asked for some further information on what area of help is required to identify appropriate individual.

Action – AG to obtain more detail of request

AG also informed Council members that there is a new pensions exam being made available.

d) Annual Dinner Secretary

SD confirmed that the event will take place on 18th March 2016 at Ashorne Hill, with the deposit having already been paid. SD added that Tim Parry has already been booked as toastmaster and that for entertainment there will be a pianist. Capacity will be lower than in previous years, with twenty tables seating ten people available. DR noted that invites will be sent in September initially.

DR outlined how the idea is still to provide some transport (potentially a couple of coaches), with AC asking how much this would cost. DR replied that a trip to London cost circa £400, with AC suggesting that we book one coach initially. AC asked if the coach would be entirely subsidized with DR responding that this is to be decided, but that it might be a case of payment being donations to charity instead.

JG asked if members would get first priority over corporates, with SD confirming that the intention is to give members a few weeks advance notice. SD also confirmed that members will be charged £45 per person and corporates £90.

e) Press Officer

AH informed the committee that we are still having issues sending eflyers, with the banner having changed which is thought to be causing the problems. AH has contacted the CII to resolve and will then be able to send outstanding eflyers.

AH also added that the website is to be revamped in August, with AH having been on some training in July.

f) Membership Secretary

Nothing to report

g) Social Secretary

In SF's absence DR provided an update on upcoming social events that are likely to include a cheese & wine tasting evening, a beer tasting festival at FISSC and Stratford Races. AC suggested that Go-Karting also be considered as a social event.

h) Charities Secretary

DO noted that it was Insurance Charities Week and that packs had been received, with one left in the café. It was agreed that the info should also be displayed in lectures when these start.

5. Midlands Awards

DR told those present that this had been raised by Birmingham Institute again. DR said that he was looking into whether NFUM would provide some sponsorship, but cautioned that this request had been met with little success in previous years.

6. AOB

SII Golf Day

DR shared his idea for a SII Golf Society, outlining how the SII Charity Golf Day costs approx. £4k, but that it is still profitable. DR confirmed that a membership would cost circa £1k, but then we would get 25% off the annual event. By setting up a society and charging approx. £10 to play it would soon pay for itself and any surplus could be a income for the Insurance Charities.

DR suggested that such an arrangement would require a Golf Secretary Position. The council agreed that this is an idea that should be pursued further.

7. Next meeting date: 25th August 2015 at FISSC from 12:30 – 13:30

8. The meeting was declared closed.

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President
August 2015