



The Institute of Fire Safety Managers Annual General Meeting

Venue: Emirates Old Trafford Cricket Ground, Talbot Rd, Old Trafford,
Stretford, Manchester M16 0PX

Date: 04/10/2023

Time: 14:15

Council Members and Staff Present: -

David White	DW	Chair
Robert Docherty	RD	President
Matt Spivey	MS	Vice-Chair
Stuart Cocking	SC	Vice President
Ray Colyer	RC	Vice President
Ken Day	KD	Life Vice President
John Cowie	JC	Council
Phillip Wright	PW	Council
Lucy Cowell	LC	Council
Andy Slater	AS	Council
Sukhvinder Soor	SS	Council
Malcolm Thomas	MT	Council
Kirsty White	KW	Council
Lee Baker	LB	Council
Tony Smith	TS	Council
Richard Gordon	RG	Co-opted Council
Reuben Bellis	RB	Co-opted Council
Jason Wilkes	JW	Co-opted Council
Helen Hilton	HH	Business Manager
Richard King	RK	Business Development Manager

Attending: -

42 Members in attendance for the AGM.

Apologies: -

Pete Cowland	PC	Life Vice President
John Williamson	VP	Life Vice President
John O'Sullivan	JO	Life Vice President
Colin Todd	CT	Vice President
Nick Coombe	NC	Member
Paul Basson	PB	Member

1) Welcome

DW welcomed members to the meeting and thanked them for their attendance. The above apologies were noted.

2) Minutes of last meeting/AGM

DW stated that the minutes of the last meeting had been available on the Institute's website for 11 months and had also been emailed. As no amendments had been brought to Council **DW** proposed that the minutes be accepted as a true account; this was seconded by **RD** and agreed by all members in attendance.

3) Matters Arising

There were no matters arising.

4) Reports

a. Chair's report

i. General Report

DW reported of the Institute's continued growth in all areas. In addition to membership, recognition both within the industry and by government was also evident. The growth had naturally impacted the workload of the President, Chair, Council and staff, with the Institute now employing eight people, three of which had been employed since March this year. He envisaged that there would be a need to recruit again in the new year. **DW** also gave details of preliminary plans to hold an awards event straight after next year's AGM.

ii. Membership Update

DW summarised membership figures comparing them to the previous year. At the AGM in 2023 membership totalled 3050, a rise of 1150 in 12 months to the current total of 4200. Affiliate membership increased from 221 to 350.

iii. Price Increases

DW confirmed that there would be no price increases this year and noted last year's increase to cover the British Standard documents had been successful.

b. President's Report

RD gave thanks to membership, reflecting on the Institute's philosophy of being there for its members. He also gave thanks to Council and specifically the work they had contributed recently on data gathering for a government led Task and Finish group. He thanked staff for their co-operation and **DW** for the increasingly demanding role as Chair including the thousands of miles they travel together for the Institute.

c. Treasure's Report

The draft summary of accounts had been circulated prior to the meeting and **RK** confirmed that these had now been finalised and submitted. In 2023 there was a turnover of £613,132 and surplus of £100,675, a growth of 50% on turnover from 2022 and a significant growth of over 300% in surplus. **RK** predicted that turnover would exceed £1,000,000 this year.

5) Election of Council officials

a. Election of Life Vice Presidents

DW thanked **RC** and **SC** for their many years of service as Vice Presidents and their roles on Council prior to this, he announced their appointment to Life Vice Presidents.

b. Election of Vice Presidents

DW gave thanks to **JC** for his long service on Council and announced his appointment to Vice President with newly appointed **NC** and the continued appointment of **CT**.

c. Election of Council Officials

DW announced that all existing Council members will remain in position and there were five new appointments. These were Tony Smith, Julie Fitzpatrick, Vicki Swaine, Alex Aiston and Andrew Hewitson. **DW** spoke of his disappointment that only 0.5% of members had voted in the recent election for Council and encouraged members to use their vote in future elections.

6) Awarding of Certificates

Member Gordon Rolf was awarded with a certificate on his appointment to Fellow grade. The other two members that also achieved this were not in attendance to receive their certificate.

7) Accountants Re-Election (Ryans)

DW proposed that Ryans Accountants be re-elected as the Institute's accountants. **JC** seconded this, and it was agreed upon by all members at the meeting.

8) Closing Remarks

DW thanked all members for their attendance and continued support of the Institute. He also gave thanks to President **RD** for the many hours he commits to the Institute and to Mark Sennett, Business Media for hosting the event. Events next year would be 4th February at MK Dons, Milton Keynes, 5th June at Coventry Building Society Arena and at Old Trafford again in early October.

The Meeting concluded with no other business at 14:45 pm.