**ICAEW West of England Annual General Meeting**

held at Evelyn Partners, Portwall Place, Portwall Lane, Redcliffe, Bristol BS1 6NA

7 June 2023

**Minutes**

**Chair:** Ololade Adesanya

**Acronyms used:**

BADCASS Bristol & District Chartered Accountants Student Society

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| **1** | **Welcome**Ololade Adesanya welcomed members to the meeting. |
| **2** | **Apologies**Gino Zabeo gave apologies from Ed Corrigan, Christian Crawford, Martin Hagen, Ben Hall, James Bowen, Andrew Morris, Rick Sturge, Sarah Matthews-DeMers, Rex Sackett, Geoff Gollop, Ian Robinson, Cedric Clapp, Peter Allfrey, Neil Cutting, Kate Clarke and Marie Langan. |
| **3** | **Confirm minutes from the last Annual General Meeting on 8 June 2022**The minutes from the Annual General Meeting held on 8 June 2022 were accepted and confirmed as a correct record of those proceedings.Proposer: Dave MounceySeconder: Duncan Stratford |
| **4** | **To receive and adopt the statement of accounts for year ended 31 December 2022**There were no questions arising about the financial statements for the year ended 31 December 2022.Proposer: Lee AstonSeconder: Gino Zabeo |
| **5** | **As agreed by the current committee, a summary of the changes to structure of the Society, with effect from 1st June 2023: moving the operations of the Society into a local ICAEW network, to be named ICAEW West of England** Ololade explained:* During the last two years all district societies have been in discussion with ICAEW centrally and regionally about moving from being independent and separate legal entities to become a local arm of ICAEW.  The ICAEW West of England network will continue be the local face of the organisation, representing ICAEW’s interests across the geographical UK area.
* The committee voted on behalf of the West of England members in favour of making this move at its Strategy Day in January 2023.
* The existing district society, the West of England Society of Chartered Accountants, will become defunct though will hold and manage any legacy funds which will be administered by three trustees: Gino Zabeo, Matt Corish and Zoe Haysom. As such, it will be required to hold an AGM.
* There will be no requirement for a constitution for the new network as all governance-related processes will be looked after under ICAEW’s procedures.
* All local ICAEW networks will instead operate under clearly defined terms of reference, and whilst there will be some variances to reflect the local demographic, these ways of working will be consistent across the network areas.
* Under the local network, we will move from having committees to boards, which will operate in an advisory capacity and will be following ICAEW existing best practice. Each board will be headed by a Chair (formerly the President).
* The composition of the board will be representative of the local membership/demographic, and all board members will have a clearly defined role and purpose. This revised process aims to encourage an open and democratic process, with a focus on inclusivity, and which will allow us to identify and target potential candidates for specific board roles.
* The local network will be able to take full advantage of the marketing and promotion of ICAEW’s marketing team. This includes event & activities promotion, brand & design, PR, content, social media, e-communications and analytics reporting.

The following question was raised:**Q**: Where does the Student Society fit in to this process? (Harold Binley)**A**: The Student Society, BADCASS, is currently supported by ICAEW’s Education & Learning department. While there is debate about bringing their activities under the administration of the local networks, West of England already works closely with our students (Beverley Waters) |
| **6** | **To note and elect the Board members*** The board was elected en masse and is detailed in Appendix 2.
* Ololade paid tribute to Ewa Bakowski, Christian Crawford and Mike Richardson who have retired and do not wish to be re-elected.
* Ololade explained that our Deputy Chair role is currently vacant as Michael Cordell, to whom she paid tribute, has stepped down due to work commitments.
* Rebecca Benneyworth, our Council member since 2025, stood down at this year’s elections. Ololade paid tribute to the time and commitment she has given to represent our local members, as well as to provide tax expertise across so many of the events and discussions we have provided in the region.
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| **7** | **To note and install the office holders****President** Gino Zabeo**Deputy President** Vacant**Vice President** Matthew Corish**Treasurer** Zoe Haysom**Council Members**: Della Hudson (appointed 2021) Neil Cutting (appointed 2023) |
| **8** | **To note and install the new Chair**Ololade welcomed Gino Zabeo as Chair for 2023/24. |
| **9** | **To note and ratify a**[**revised constitution**](https://configiouk.blob.core.windows.net/media/em_InstituteCharteredAccountants/Attachments/Gosia%20-%20Regions%20/AGMS/West%20of%20England/West%20of%20England%20Society%20Shell%20Constitution%201.pdf)**for West of England Society of Chartered Accountants**Proposer: Della HudsonSecond: Josh Enefiok |
| **10** | **To note and install the Trustees for the West of England Society of Chartered Accountants**The trustees are:Gino ZabeoMatt CorishZoe Haysom |
| **11** | **Any Other Business**There was no other business and the meeting concluded at 20:20. |

**Appendix 1**

**Members attending the Annual General Meeting, 7 June 2023**

* Ololade Adesanya
* Angela Appiah Shippey
* Lee Aston
* Harold Binley
* Michael Cordell
* Matt Corish
* Ethan Edwards
* Josh Enefiok
* Zoe Haysom
* Della Hudson
* William Lieu
* Dave Mouncey
* David Oakensen
* Sophie Porter
* Kieren Smith
* Jonathan Snary
* Duncan Stratford
* Gino Zabeo

**ICAEW Staff attending the Annual General Meeting, 7 June 2023**

* Beverly Waters, Regional Director, South West
* Karen Evans, Regional Executive, West of England

**Appendix 2**

**West of England Board 2023-2024**

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| **First name** | **Surname** | **Represents on the committee** |
| Ololade | Adesanya | Practice |
| Angela | Appiah Shippey | Practice | Diversity and Inclusion |
| Lee | Aston | Business  |
| Natalie  | Binstead | Immediate Past President | Practice |
| Joshua | Enefiok | Business | Younger Members |
| Zoe | Haysom | Treasurer | Practice |
| Vanessa | Lennie | Business |
| David | Mouncey | Practice | Tax  |
| Sophie | Porter | Practice |
| Kieren | Smith | Practice |
| Jonathan | Snary | Business |
| Duncan | Stratford | Practice  |
| Rick | Sturge | Business | Influence & Economy |