

**CHARTERED INSTITUTE OF CREDIT MANAGEMENT
THAMES VALLEY BRANCH**

**Minutes for Committee meeting
18th February, 2026 @ 6pm
Virtual via Webex**

Attendees

Dee Weston (DW) Branch Chair
Ruth Howard (RH) Secretary
Jason Braidwood (JB)
Heidi Pocock (HP)
Paula Swain (PS)
Pete Courtnage (PC) Treasurer
Caroline Jackson

Apologies for absence

Jon Swan (JS) Regional Rep

Minutes of last meeting

Agreed by DW

Chair's remarks

DW noted that the plans for the Annual Southern Branches Credit Day are well underway. DW was very pleased to announce to the committee that HQ approved the Student Award to award a student with the highest marks in the region this year.

Budget: Details of the 2026 budget:

Credit Day = £1,800
Student Award = £150
Branch Events = £550
AGM = £50

DW mentioned to the committee that we may want to consider dropping one of the branch events or reconsidering how these are run. Open to ideas from the committee. RH noted that ideas can be emailed to her and put into a tracker that can be shared. Individuals can remain anonymous, if they wish to.

Education report

Upcoming career events with dates and names of those who have committed to attend so far. Liaise with HP / DW directly if you wish to volunteer for any of the careers events listed below:-

Events	Location	Date	Volunteer
Activate Learning Careers Fair	City of Oxford College, OX1 1SA	Tuesday 10th March	
Activate Learning Careers Fair	Banbury & Bicester College, OX16 9QA	Thursday 12th March	

Business Q & A	Windsor Girls's School	Thursday 12th March	
Activate Learning Careers Fair	Reading College, RG1 4HJ	Tuesday 24th March	On Waiting List
Activate Learning Careers Fair	The Leys College (Technology Campus Blackbird Leys Oxford), OX4 6HN	Tuesday 24th March	
Activate Learning Careers Fair	Farnham College, GU9 8LU	Tuesday 24th March	
Activate Learning Careers Fair	Guildford College, GU1 1EZ	Wednesday 25th March	
Activate Learning Careers Fair	Bracknell & Wokingham College, RG12 1DJ	Wednesday 25th March	Jon & Dee
Activate Learning Careers Fair	Merrist Wood College, GU3 3PE	Thursday 26th March	
Business Q & A	Holyport College	Thursday 16th April	
Business Q & A	Ditton Park Academy	Tuesday 21st April	
	Andover	March	Dee
	Middle Wallop Air Museum Career Day	2027	Dee

JB asked if there were any careers fairs happening in the West Berkshire area. DW asked HP whether she contacted Newbury College which she has but hasn't received a response but will chase up.

Events

AGM Tuesday 17th March, 2026: Hays, Hays, Level 5, Block B, Suite 2 Apex, Reading, RG1 1AX

Time: 9:30 - 10:30am

RH received a change of venue notice from TL. Address was shared by TL on 18/2 and a change of venue was added against the event via HQ's online event tool attaching the updated AGM Agenda. RH asked HQ to kindly notify the 11 individuals who have registered to attend so they have been made aware.

RH and DW have a meeting to run through the AGM materials on 4th March.

RH requested the Chair's and Treasurer reports from DW and PC. PC will check his email to confirm he has all expenditure details needed to complete his report. DW noted that the Chair's report is already written but would like to run it past RH in their meeting on 4th March.

"Chocks Away - Take Control of Credit" Annual Southern Branches Credit Day (Wednesday, 20th May, 2026): Royal Air Force Museum London, Grahame Park Way, London, NW9 5LL

Time: 9am - 4pm

DW provided an update on the plans. It is the collaboration of the Thames Valley, Sussex & Surrey and Kent branches. The date of the event is 20th May. The budget allows for 60 attendees and 46 have registered for it already. We need to look for sponsorship (that would allow that sponsor to have a stand) and could allow for more to attend. Josh is tasked with pushing for sponsorship by leveraging his contacts. JB will approach suppliers to inquire about potential sponsorship.

Total of four speakers plus a panel discussion:-

- Someone from the Commonwealth War Graves Commission

- Nick King: Ex-Services, now in Finance
- Company Watch
- GCR

Curry Social Evening (23rd April - House of Flavours, Reading)

HP confirmed that she has made the booking with the restaurant but has yet to have it advertised. DW urged HP to get the event advertised.

Payment security & AI virtual event (proposed for June/July)

RH noted that a colleague has a contact at Bank of America (AI and payment security expert) who could potentially be a speaker. As she is based in the U.S., it would need to be a virtual event.

RH has an action to follow this up.

Events Calendar:

Date	Event	Location	Owner	Type	Time	Branch	Cost / comments
18/09/25	Credit Day	Brands Hatch, Kent	Dee/Josh/Nat	Formal	All Day	Southern Branches	Face to Face £2,000
11/12/25	Breakfast Event	3 Guineas	Jon/Ruth	Formal	AM	TVB	Face to Face (£350)
03/12/25	XMas Meal	Old Bell	Heidi	Social	Evening	TVB	Face to face
Jan'26	NA	NA	NA	NA	NA	NA	NA
17/3/26	AGM	Hays, Reading	Dee/Ruth	Formal	AM	TVB	Face to face (£50)
23/4/26	Curry Social	Reading	Heidi	Social	Evening	TVB	House of Flavours - Self funded
20/5/26	Credit Day	RAF Hendon	Dee/Josh/Nat	Formal	All Day	Southern Branches	Face to Face £1,800
Jun'26	Payment fraud / AI	Virtual	Ruth	Formal	PM	TVB	Virtual (free)
Oct'26	Breakfast Event	TV area	Ruth	Formal	AM	TVB	Face to Face (£250)
Dec'26	XMas Meal	?	Heidi	Social	PM	TVB	Face to Face
Completed	Confirmed	In planning	At risk / late / cancelled				

Publicity & Membership

Linkedin membership number is **373**

Any other business

DW reminded the committee that with the AGM approaching next month, individuals need to consider whether they would like to take on a role or step down from their role in 2026. DW said that she intends to step down as Chair and others can think about whether they wish to take up this role.

DW noted that she approached HQ for more marketing material and that she and JS were reviewing the membership information together. DW will support Caroline Jackson with organising a local networking coffee morning once Caroline's company confirms liability insurance and other requirements.

RH noted that it is important for committee members to register for forthcoming committee meetings - more specifically virtual meetings as they will not receive the meeting link which is being managed by HQ. RH agreed to send a reminder closer to the next meeting.

RH asked the committee if they were in agreement for her to put out an appeal for additional committee members and for those who would be willing to take up key positions on LinkedIn (CICM Thames Valley Branch group). It was agreed on the condition that the guidelines of being a CICM member was adhered to.

PS asked the committee if there was any feedback on the Podcast which DW and RH responded to as "no". Brenda Linger had listened to it and enjoyed the content.

PS noted that Advisory Council Elections are later in the year and to review the details, if interested in applying.

Date and time of next scheduled meetings

Thursday 16th April, 2026 @ 4:30pm: Virtual.