CHARTERED INSTITUTE OF CREDIT MANAGEMENT

**THAMES VALLEY BRANCH**

### Minutes for Committee meeting

27th November, 2024 @ 5pm

Virtual via Webex

**Attendees**

Dee Weston (DW) Chair

Ruth Howard (RH) Secretary

Heidi Pocock (HP)

Gary Baker (GB)

Jon Swan (JS)

Pete Courtnage (PC) Treasurer

**Apologies for absence**

None

**Minutes of last meeting**

Agreed by DW

## Chair’s remarks

DW extended her thank you to the committee members for making Credit Day a success.

## Treasurer's report

DW confirmed that the Branch has submitted our 2025 budget to HQ. Assigned £2,000 to the 2025 Credit Day but the budget for next years’ event has yet to be decided. DW noted that Thames Valley, Kent and Sussex & Surrey Branches are committed to running another Credit Day in 2025 but she will email Natascha Whitehead and Josh Mayhew first to get their thoughts on where we hold it first before taking any next steps.

# Education report

HP looking to get more marketing materials. GB noted that this has progressed. DW noted that the materials can be directed to her. DW will go back to Becki on this.

**Events**

2024 Credit Day (13th Nov):

JS noted that few respondents who provided post-event feedback heard about the event through CICM HQ. DW noted that advertising frequency with HQ will be raised. We saw messages only after we registered for the event. No pre-activity was seen which could be automated.

RH confirmed that the ‘Debrief meeting’ was held and the attendee feedback summary was shared with the committee members for their review.

Branch Christmas Meal:

HP confirmed the social event is booked at the Wellington Arms (A33) for 12th December, 2024 from 18:30.

Social (Late Jan / Early Feb 2025):

GB proposed Spinners, Reading which has indoor mini golf, bowling, food, bar as an evening social.

HP looked into this but the venue requires a cash deposit. RS suggested that potential Tuesday and Wednesday dates are shared in a Poll to the committee and go with the most popular date. We take a chance in attending without a booking.

AGM 2025 (Mar 2025):

RS noted that Hays was confirmed as the venue. Attendees at this meeting suggested 5th or 12th March. RH has action to go back to Tony Lambert suggesting both dates to see which one works best for Hays. Once the date is confirmed, RH to take the action of having HQ send out a Save the Date.

Later in 2025:

DW / RS proposed a breakfast formal event in May and July as well as a Southern Credit Day in September. GB suggested that two golf events are added for April and October. Events added to the Event Calendar below.

 **Event Calendar:**

| **Date** | **Event** | **Location** | **Owner** | **Type** | **Time** | **Branch** | **Cost / comments** |
| --- | --- | --- | --- | --- | --- | --- | --- |
| 12/10/23 | Credit Day | The Stoop | Gary / Natascha | Formal | Full Day | Southern Branches |  Face to Face£1000/Branch |
| 13/10/23 | Charity golf |  | Gary | Social |  | Bristol & West branch |  |
| 13th Dec | KYC | Hays, London | Dee | Formal | Half Day | Southern Branches | Face to Face |
| 07/12/23 | Xmas meal | Beefeater | Heidi | Social |  | TVB | Committee only & Self funded  |
| Jan ‘24 | NA | NA | NA | NA | NA | NA | NA |
| 24/02/24 | Bombay Sapphire | Whitchurch | Gary | Social |  | TVB | Self funded. Tickets from website |
| 20/03/24 | AGM | Hays, Reading | Ruth | Formal | AM | TVB | Face to face |
| 17/04/24 | Quiz Night | Twyford | Jon | Social |  | TVB | Wagon & Horses. Self Funded |
| 23/05/24 | Golf |  | Gary | Social |  | TVB | Self Funded |
| Jun ‘24 | NA | NA | NA | NA |  | TVB | NA |
| 13/09/24 | Charity Golf | Chippenham | Gary | Formal | NA | TVB | With Bristol & West |
| 24/10/24 | Equinix | Slough | Gary/Dee | Formal | AM | TVB | Face to Face / £300 |
| 13/11/24 | Credit Day | Windsor | Committtee | Formal | All Day | Southern Branches | Face to Face / £1,700 |
| 12/12/24 | Xmas meal | Wellington Arms | Heidi | Social | Evening | TVB | Committee only & Self funded  |
| Jan’25 | NA | NA | NA | NA | NA | NA | NA |
| Feb’25 | Social | Spinners | Heidi | Social | Evening | TVB | Reading - indoor golf, bowling, food |
| Mar’25 | AGM | Hays | Ruth/Dee | Formal | AM | TVB | Reading - Face to Face |
| Apr’25 | Golf | TBD | Gary | Social | All Day | TVB |  |
| May’25 | Breakfast Event | Verizon? | Ruth/Dee | Formal | AM | TVB | Face to Face £300 |
| Jun’25 | NA | NA | NA | NA | NA | NA | NA |
| Jul’25 | Breakfast Event | ? |  | Formal |  | TVB | Face to Face - Volunteering (£350) |
| Aug’25 |  |  |  |  |  |  |  |
| Sept’25 | Credit Day | ? |  | Formal | All Day | Southern Branches | Face to Face £2,000 |
| Oct’25 | Golf Day | Swindon | Gary | Formal | All Day | Bristol & West | Andy Scholes Golf Day |
| Completed | Confirmed | In planning | At risk / late / cancelled |  |   |  |   |

**Publicity & Membership**

Linkedin membership number is **365**

**Any other business**

DW announced that GB is going to leave Thames Valley Branch to join Sussex & Surrey. DW / GB will look at the admin of moving GB across to the other Branch. DW said that she was sorry to lose GB and wanted to extend to him a huge thanks for his many contributions to the Branch.

JS noted that the Regional Rep meeting has been rescheduled for this Friday and will provide updates to the committee.

**Date and time of next meeting**

Wed 22nd January, 2025 @5pm via Webex