

**MINUTES OF THE ANNUAL GENERAL MEETING OF THE BRITISH INSTITUTE OF AGRICULTURAL CONSULTANTS
HELD ON MONDAY 2ND MARCH 2020, 4.30PM AT WOODSIDE CONFERENCE CENTRE, GLASSHOUSE LANE,
KENILWORTH, WARWICKSHIRE CV8 2AL**

PRESENT: David Meredith (Chairman) (DM), Tony Kernon (Vice-Chairman) (TK), Adrian Cannon (Treasurer) (AC), George Cook (Chairman of Entrance & Disciplinary Committee) (GC), Mrs Victoria Bywater (Minutes, Administration) and 14 members.

1. APOLOGIES FOR ABSENCE

The Administration confirmed apologies had been received from 27 members.

2. MINUTES OF THE AGM HELD ON THURSDAY 6TH JUNE 2019

The President confirmed minutes of the meeting had been circulated to all members and were approved unanimously.

3. MATTERS ARISING FROM THE MINUTES

The Chairman confirmed that no member wished to raise any matters relating to the minutes of the AGM held on the 6th June 2019.

4. REPORT OF THE CHAIRMAN, BIAC

The Chairman reported another successful year of events within the BIAC calendar which included;

- Rural Planning Conference and Dinner – good attendance with good speakers
- Irish Study Tour – an excellent event with great connections made
- Wales Event – this event has resulted in a meeting due to be held between BIAC with James Owen, Deputy Director Land Management Reform Division of the Welsh Government to discuss how BIAC can assist with their plans and reforms with particular reference to advice provision.

The Chairman noted that the industry will see radical change in the coming years and the work of BIAC to inform those with key responsibility to Government via stakeholder group meetings will be vital. The Chairman reminded members that if they would like to be involved BIAC would be pleased to hear from them.

The Chairman further reported that the monthly tele-conference meeting between the Chairman, CEO and Administration had continued and that there are lots of opportunities for members to be involved.

The Chairman thanked David Leaver, Mike Greetham and the team at Cooksley & Co Ltd for their support over the two years of his Chairmanship.

5. REPORT OF THE CEO

The CEO's report of the CEO was read aloud by VB and is included at Appendix A.

6. REPORT OF THE ENTRANCE AND DISCIPLINARY COMMITTEE

GC reported that the interview process is under review to encourage and engage members to convert to full Members whilst ensuring the continued high standards.

Associate

GC reported no disciplinary matters.

Finally, GC reported an overall membership of 270 members.



8. **TREASURERS REPORT AND ADOPTION OF THE 2019 ACCOUNTS**

The Chairman confirmed the full report from the Treasurer is detailed at Appendix B. Further to the report at Appendix B, AC reported a surplus of £9,000 for the year 2019 which included the ongoing subsidy of the Foundation courses as an investment in the training of members.

AC further reported the success of both the Business Management Conference and the Rural Planning Conference during the year.

Cost had decreased in advertising due to ceasing one advertisement with the NFU Pro regional magazine which had been costly and not demonstrated any return.

The accounts for 2019 were approved unanimously and signed by the Chairman and Treasurer.

9. **PROPOSAL FOR SUBSCRIPTIONS FOR JANUARY 1st 2020**

The Chairman confirmed that Council had discussed the rates for subscription for 2020 and had recommended that subscriptions remain unchanged for 2021.

A member requested an update on discounts for multiple members from one company or organisation at one address. The Chairman reported that the investigations into this work had proved that this was limited to very few members but agreed to raise this again at the next meeting of Council.

10. **ELECTION OF CHAIRMAN**

The Chairman confirmed that Council's recommendation for nomination of Chairman was Tony Kernon, this was approved unanimously. DM confirmed that he would be Vice-Chairman for one further year.

TK thanked DM for his significant contribution to the work and strategy of BIAC in his term of office.

TK outlined some areas he would be concentrating on in his term as Chairman which included the following;

- Continuing to increase the professional standing of the organisation through stakeholder groups, potential accreditation, CPD and recognition by the wider industry
- Continuing to improve communications with members via the newsletter and website
- Supporting training of members via specific training and events
- Opportunities for networking at events

TK thanked the local representatives of BIAC who continue to work hard to provide events locally for members.

11. **ELECTION OF COUNCIL**

DM reported that James Berry had offered his resignation from Council due to work pressure.

DM confirmed that no other members of Council were due to retire.

DJM sought affirmation from the meeting of the current council – it was given.

12. **ANY OTHER BUSINESS**

A member requested clarification on the difference between CPD and Accreditation.

DM gave an overview of the history of the British Assessment Bureau which had ceased offering accreditation in 2018. DM confirmed that Mike Greetham is in discussions with AICC to discuss a joint accreditation process the outcome of which would be conveyed to Council in due course.

With no further business, the meeting closed at 5.06pm.



APPENDIX A

Chief Executives Report

Yet again I am pleased to report that through the hard work and efforts of everyone BIAC is continuing to grow BIAC and expand the services supplied to members. Like every member organisation there are challenges but we have an active Executive which is able to put in to harness the energy and enthusiasm that is generated by Council.

Immediately following the AGM is the Business Management Conference which we hope will build on the 2019 conference and be the best yet. The return of a formal dinner on the night preceding the conference was a success for the 2019 Spring Conference and was adopted as a trial for the Autumn Planning conference held at the Madejski Stadium, Reading. Pre conference dinners are included in both the Spring and Autumn 2020 conferences. New to 2019 was the trip to Ireland which was a great success and as I write this report there are plans for a trip to Europe later in 2020 and tentative plans for a trip to Scandinavia for 2021.

The now well-established Foundation Courses continue to provide a valuable training opportunity for consultants, young and old and continue to demonstrate their success with receive feedback scores in excess of 85%. I remain grateful to the team of excellent presenters who ensure that we can continue to deliver these courses. There will be two Foundation I courses this year and one Foundation II course. The long-term objective remains to introduce a Foundation III course and incorporate that in to membership and accreditation in some way.

Members are encouraged to comment on the bi-monthly member update introduced to provide a regular communication to members and includes third party content from contributors inside and outside of BIAC. Council has suggested the inclusion off links to topics and information and I remain keen for members to identify those links which they will find helpful to their practice. Similarly, it is a useful forum whereby individual members may

As a network of consultants BIAC encourages members to share work and/or experiences to mutual advantage. Work opportunities are posted as updates. BIAC is a broad church within which there is a wide range of skills and opportunities for members to share these.

I remain committed to taking the Institute forward in a dynamic and an innovative way and remain open to new ideas. Members should continue to feel free to forward suggestions for the consideration of Council.

We are very grateful for the contribution to BIAC made by David Leaver as President. In his early years with us David assisted in the restructure of BIAC and helped us to analyse and act on the recommendations of the Focus Group which, in turn lead to a slimmed down Council meeting twice as often. This has led to a crisper and more proactive decision making process. Council feels that David has made an outstanding contribution and a motion is being put to this year's AGM to change the role of President to that of Patron and I am pleased to report that David Leaver has agreed to take on this role. This allows the Institute to keep in contact with David whilst relieving him of the onerous obligation of attending AGM's and Council.

As ever I am indebted to Victoria, Richard and Alex for their assistance together with David Meredith as Chairman. I would also like to welcome Tony Kernon as Vice Chair and as Chairman elect. Finally I would like to thank all of Council for their valued support as we look forward to another successful year.

APPENDIX B

Treasurers Report – Adrian Cannon 2019 Accounts



BIAC continues to grow with an increased income for the year being achieved. That said the profit has not fully reflected this increase income due to the higher level of investment in training courses being administered by the Institute. This initiative is continuing to introduce new and many younger members into BIAC through both the Foundation I & II courses. Both the planning and business management conferences have been successful and I would like to thank the committees that have put so much effort to making them the successes they were.

Turning to specific costs, advertising has decreased mainly due to not running an advert in the NFU magazine, which in our opinion has not had any effect in the continuous enquiries the office receives. One area that is accepted has been underspent is investment in the website to enable more efficient administration and this is something that will be assessed in the forthcoming year. However this is a significant investment that needs a return so the true costs are currently being investigated.

As ever we are indebted to the office, particularly Victoria and all at the office who are efficiently undertaking the day to day bookkeeping and who have prepared the accounts.