



Minutes (last updated on 18-Sep-2017) of Meeting 348 held at Staffordshire University in Stoke-on-Trent on Tuesday 12th September 2017 from 6:00pm to 10:00pm.

348.0 Present

Chris Richardson (CR), Jonathan Westlake (JW), Richard Hall (RH), Chris Snee (CS), Ian Sunley, Sangeedha Kodam, Colin Pearson, Tim Chapman, William Houston-Brown, Mark Broadbent, Wendy Trickett.

348.1 Absent

(none)

348.2 Approval of Minutes from Previous Committee Meeting

The minutes were accepted as true record with no amendments required.

348.3 Chair's Report – Chris Richardson

This is my third report as Branch Chairman and I am glad to report that we have had a better year than last year. Once again we have all been challenged by the demands on our time and the need to work “out of area”. The demands of our clients is increasing as everyone wants more for their pound.

Once again, even arranging an annual social event proved too challenging! The good news is that the BCS has the financial strength to support branches by subsidising events.

The committee continues to focus on a baseline of quarterly meetings based in Staffordshire. The last 4 meetings have been held at the Stoke campuses of the Staffordshire University. Next year we will look at holding at least one event in Stafford.

The branch membership did not require the committee's assistance on organising any “on demand” events. Again, this may be because we did not inform our membership with sufficient clarity that assistance is available. Although we have not tried any new technology to enhance our meetings, we remain open to ideas on how we could utilise technology to expand or improve our capability and effectiveness.

During the year we also supported:

- GradEx
- I.T. in Schools
- The BCS Spring Convention

In addition to the forgoing, next year we will look to re-introduce:

- Students Papers prizes
- Students prizes at the Keele University graduation

The BCS continues to ensure that all of the BCS Staff and Committee members at all levels are diversity aware. Consequently all committee members are encouraged to receive a diversity briefing. This will be an ongoing feature of Branch Committee member training.

I would like to thank Staffordshire University for its ongoing support of BCS North Staffordshire Branch over the year. The link with Staffordshire University continues to be very important to both sides; we get support from the university with the rooms and in exchange the branch supporting several student prizes and sponsorship of GRADEX.

Thank you to all of the Committee members for continuing to support the Branch over the last year. Particularly Jonathan Westlake, Richard Hall and Chris Snee. These three stalwarts take on several roles during the year and without their support the branch would cease to operate and develop.

We are very keen to welcome new members on to the Committee to help us develop Branch activities and to move the BCS forward. If you feel that you can assist in any way the message remains please step forward and **PLEASE VOLUNTEER**.

348.4 Treasurer's Report – Chris Snee

Provisional accounts for the financial year Sep 2016 – Aug 2017 are as follows and show an underspend of £1836.71:

<i>Category</i>	<i>Actual YTD</i>	<i>Budget YTD</i>	<i>Amount over/under budget</i>
Sales	£0.00	£0.00	£0.00
Purchases	£0.00	£0.00	£0.00
Gross Profit	£0.00	£0.00	£0.00
Overheads			
Travel/Subsistence	£0.00	£300.00	£300.00
Stationery	£0.00	£6.83	-£6.83
Postage	£0.00	£23.10	-£23.10
Room Hire	£30.00	£1,250.00	£1,220.00
Catering	£1,062.38	£1,250.00	£187.62
Done up to here			
Speakers Expenses	£0.00	£550.00	£550.00
Sponsorship Expenses	£1,187.00	£0.00	-£1,187.00
Student Prizes & Membership	£300.00	£400.00	£100.00
Subscriptions to other bodies	£0.00	£240.00	£240.00
Travel/Subsistence (other)	£0.00	£275.00	£275.00
Other Costs General	£0.00	£1,960.00	£1,960.00
Operating Profit	£2,848.29	£4,685.00	£1,836.71
Other Income	£0.00	£0.00	£0.00
Other Expenses	£0.00	£0.00	£0.00
Net Profit/Loss	£2,848.29	£4,685.00	£1,836.71

348.5 Membership Secretary's Report – Richard Hall

Events Held and Membership Recorded

13/10/2016 – Jim Davies: ITIL (I.T. Service Management), plus Branch AGM

06/12/2016 – Jonathan Mitchell: Deadly Diseases that kill I.T. Leaders

14/03/2017 – Paul Williams: Stoke-on-Trent Bid for UK City of Culture 2021

06/06/2017 – Mark Baldwin: WW2 Codebreakers - Enigma, Bletchley and the Battle of the Atlantic

	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug
2014-2015	40	8	38	48	-	19	34	-	-	9	-	-
2015-2016	16	-	-	9	-	-	15	-	-	15	-	-
2016-2017	-	19	-	32	-	-	35	-	-	59	-	-

348.6 Election of Officers

<i>Role</i>	<i>Candidate</i>	<i>Nominator</i>	<i>Seconder</i>
Chair	Chris Richardson	Ian Sunley	Tim Chapman
Vice Chair	Jonathan Westlake	Chris Richardson	Chris Snee
Treasurer	Chris Snee	Tim Chapman	William Houston-Brown
Secretary	Richard Hall	Chris Snee	William Houston-Brown
Membership Secretary	Richard Hall	Chris Richardson	Chris Snee
YPG Representatives	Sangeedha Kodam	(not required)	(not required)
Committee Members	Colin Pearson Ian Sunley Tim Chapman William Houston-Brown Mark Broadbent Wendy Trickett	(not required)	(not required)

348.7 Programme

Following on from the success of the AGM event on Cyber Security, Tim Chapman has volunteered to speak to some of his colleagues at Fujitsu and see if they would be prepared to present on the same subject but from an industry/corporate perspective.

348.8 Any Other Business

(none)

348.9 Future Committee Meetings – Date, Time and Place

The next committee meeting will take place immediately following the next branch meeting on Tuesday 5th December 2017 at Stoke-on-Trent.