



c/o 20, Mardley Ave, Welwyn, Herts, AL6 0UD. Tel: 01438 840040 www.ihpe.org.uk
(Registered Company No 1156738 Registered Charity No 1156738)

5TH Annual General Meeting of the Institute of Health Promotion and Education

11.30. June 18th 2018.

Venue: The Union Jack Club, Sandell St, Waterloo, London.

1. Welcome & Apologies

Apologies were received from Trustees: Mark Forshaw, Helena Conibear, Ruth Cross, Anne Coufopoulos, Charlotte Jeavons and Mike Oliver, plus Bashir Qureshi, John Lloyd, Ronnie Galea and Dawn Wills.

Attending Trustees: Sylvia Cheater (Treasurer and President Elect), Sylvia Tilford, (President) Michael Watson, Susan Thompson (Secretary), Pat Owen. Tim Theaker.

Other Attendees: Anthea de Barton-Watson (member).

2. New President

Sylvia Cheater was installed as the new President of IHPE. A vote of thanks to Sylvia Tilford for her hard work during her time as President was proposed (M Watson), seconded (S Thompson) and agreed by all.

3. Minutes

Minutes of the 4th General Meeting were proposed (P. Owen), seconded (M Watson).

4. Matters Arising

Item 10.

- The IHPE had received a reply from the Vice-Chancellor of Leeds Beckett University in response to its letter regarding the university's proposed cuts to health promotion courses funding.
- Pat Owen has been shadowing Sylvia Cheater and has accepted the role as Treasurer.

5. Annual Report 2017

Sue Thompson presented the annual report. It was proposed (Pat Owen), seconded (Tim Theaker) and agreed by all. It will be placed on the website.

6. Financial Report

Sylvia Cheater presented the financial report which represents IHPE's third year as a charity. The report was proposed by (Pat Owen), seconded (Sue Thompson) and agreed by all. Sylvia

Tilford thanked Sylvia Cheater for her thorough and comprehensive commitment to her role as treasurer during her time in office.

7. IJHPE Report

The report was received and considered. Although one volunteer has recently applied more reviewers are still required for the journal. Taylor and Francis has advertised for more reviewers and members of the editorial board will be asked to review more frequently.

8. Independent Examiners

It was unanimously agreed to continue with MBL as IHPE's independent examiners.

9. Election of Honorary Officers and Trustees.

- **Honorary Vice President** John Lloyd was proposed (M Watson), seconded (Sylvia Cheater) and appointed.
- **Honorary Treasurer** Pat Owen was proposed (Sylvia Cheater), seconded (Sue Thompson) and appointed.
- **Honorary President Elect** No nominations received, all trustees to consider standing.
- **Honorary Newsletter Editor** No nominations received, all trustees to consider standing, meanwhile Sylvia Tilford will continue in this role.

10. Any Other Business

- New trustees to be sought especially those with an interest in becoming newsletter editor or president
- Trustees to develop a governance document in the coming year.

Date of Next AGM tbc.

Meeting closed at 13.00.

Actions Arising:

- Dawn Wills to place Annual Report 2017 and AGM minutes 2017 on website.
- Dawn Wills to formally record Sylvia Tilford as Newsletter Editor