



(Registered Company No 1156738 Registered Charity No 1156738)

c/o IHPE
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7TH Annual General Meeting of the Institute of Health Promotion and Education

11.00am 14th May 2020
Via Zoom Video Conferencing

1. Welcome & Apologies

Apologies were received from Trustees: Pat Owen (Treasurer),

Attending Trustees: Sylvia Cheater (President), Susan Thompson (Secretary), Sylvia Tilford, (Newsletter editor), Helena Conibear, Anne Coufopoulos, Michelle Baybutt, Ruth Cross, Charlotte Jeavons, Robin Lansman, Mike Oliver, Stephen Palmer, Tim Theaker, Michael Watson.

Other Attendees: Derek Attwood (member), Anthea de Barton-Watson (member), John Lloyd (Hon. Vice President)

President: Sylvia Cheater will remain President for another year. This was proposed by Susan Thompson and seconded by Anthea de Barton. Sylvia thanked all Trustees for their confidence in her, it is due to their ongoing support that she is happy to continue.

2. Minutes

Minutes of the 6th General Meeting were agreed as an accurate record. This was proposed Susan Thompson, and seconded by Sylvia Tilford.

3. Matters Arising

No matters arising

4. Annual Report 2018

Sue Thompson presented the annual report. Contributors were thanked. It was proposed by Anne Coufopoulos and seconded by Michael Watson and agreed by all. It will be placed on the website. A request was made for Trustee to provide more details in their biographies. Amendments need to be received by 21st May.

5. Financial Report

In Pat Owen's absence, Sylvia Cheater presented the Draft Unaudited Financial Statements and thanked the Finance sub - committee Michael Watson, Sylvia Tilford and Pat Owen (Hon Treasurer) for their contributions. The report was proposed by Michael Watson, seconded by Sue Thompson and agreed by all on the caveat that it is signed off by the Pat Owen, Treasurer. It was agreed that the Accountants should be asked to show the breakdown of expenditure more clearly in future and any stock will be recorded as assets.

IHPE Report

The report was given by Ruth Cross and considered. Ruth was thanked for her excellent work as Editor. Ruth has stepped down and Michelle Baybutt was welcomed as the new Editor. It was agreed that additional opportunities to promote the journal's articles would be discussed at a future Board meeting.

6. Independent Examiners

It was proposed by Sylvia Cheater and seconded by Michael Watson and unanimously agreed to continue with MBL Chartered Accountants as IHPE's independent examiners.

7. Pittu Laungani Award

The annual Pittu Laungani Award for best paper for 2019 was awarded to Marie Aimee Muhimpundu and colleagues for their paper entitled. 'Road map for leadership and management in public health: a case study on non-communicable disease program managers' training in Rwanda'. Vol 57, 2. Joint runners up were: Enoch Aye-Kwadjo. 'Risky driving behaviour in urban Ghana: the contributions of fatalistic beliefs, risk perception and risk taking attitude'. Vol 57, 5.

8. Election of Honorary Officers and Trustees

Helena Conibear and Ruth Cross stepped down as Trustees and both were thanked for their contributions over the years. Stephen Palmer (co-opted in 2019), was proposed by Sylvia Cheater and seconded by Michael Watson. Robin Lansman (co-opted in 2019) was proposed by Sylvia Cheater and seconded by Charlotte Jeavons. All other existing trustees agreed to continue in their role. Angela Towers was proposed by Sylvia Tilford and seconded by Anne Coufopoulos. Michelle Baybutt was proposed by Sylvia Cheater and seconded by Michael Watson. Charlotte Jeavons was nominated as President Elect by Sylvia Tilford and seconded by Anne Coufopoulos.

9. Any Other Business

None

10. Date of Next AGM

May 2021 – date to be confirmed.

Meeting closed at 12.10.

Actions Arising:

- Ally Phillips to place Annual Report 2019 and AGM minutes 2019 on the IHPE website.