

## Minutes of Meeting

**Meeting Date: 16<sup>th</sup> February 2012**

**Venue: Cullimore Group Office**

**Time: 18.00 – 20.00**

<b>Present:</b>	Peter Hodgson	Colin Beall
	Maxine Pride	Corinne Godding
	Phil Whitman	Zoe Kavadas
	Chris Packham	Nicola Curran
	Sian MacGowan	Chris Thomas
<b>Apologies:</b>	Dave Parke	Kevin Tudor
	Ben Carne	Chris Jones
	Malcolm Capener	Helen Jones
	John Harrington	Keith Bushel
	Mike Palmer	Chris cooter



	<b>Agenda Item</b>	<b>Action</b>
1.	<b>Introductions and welcome:</b> Special welcome to <b>Zoe Kavadas Director of Operations and Nicloa Curren Member Services Manager IIRSM</b>	
2.	<b>Apologies given</b>	
3.	<b>Minutes of previous meeting</b> Were read and agreed	
4.	<b>Shutterfly</b> Requirements for someone to manage shutterfly still outstanding – no one came forward – Peter agreed to continue to manage for the short term	Peter
5.	<b>Meeting places and Dates</b> Zoe to provide contact details for the Chamber of Commerce in Gloucester – possible venue for meetings. Peter to identify other venues to hold larger meetings.	Zoe & Peter
6.	<b>Activities for branch 2012 so far</b> <b>Keith Scott – Royal Mail H&amp;S Leadership – date confirmed 16<sup>th</sup> May</b> Venue to be finalised by end of March <b>Power Station visit confirmed 18<sup>th</sup> July</b> – date to replace branch meeting – maximum no of places available is 20 – Due to the interest already received Peter suggested that there should be 10 place allocated for members and 10 places for non members – to be offered on a first come first served basis. Names to Peter asap. <b>Paul Difford Accident Causation – 11<sup>th</sup> October</b> – venue to be confirmed	Peter to action
7.	<b>Growth of Membership to this group and promotion of IIRSM</b> Zoe to produce a flyer for group to use as a marketing tool for new members. Peter to provide a full list of post codes for our area – Zoe will then send out to all members in our nominated post code area an invite to all meetings	Peter & Zoe
8.	<b>Talk by Zoe Kavadas Director of Operations and Nicloa Curren Member Services Manager</b> Zoe and Nicola gave a very useful talk on IIRSM and its membership	
10	<b>Date of the Next Meeting</b> The next meetings will be:- <ul style="list-style-type: none"> <li>• 16<sup>th</sup> May Keith Scott – venue to be confirmed</li> </ul>	

