

Chartered Institute of Educational Assessors

Annual General Meeting 2023

Tuesday 24th January at 11:00am via Zoom

Present:

Simon Sharp, Chair

David Jenkins-Handy

Matthew Lumby

Tim Sherriff

Joanna Goodman

Neil King

Ian Gunn

Andrew Flory

Lorraine Wilson

Nicola Crossley

Mick Walker (President)

Irene Hawkes (co-option)

In attendance

Ali McCree (University of Hertfordshire)

James Birch (Dickinsons Accountants)

Apologies:

Carolyn Thomas-Coxhead

1. Introduction

Simon Sharp, Chair, welcomed attendees to the AGM. He noted that under its Royal Charter, the CIEA AGM had two specific functions:

- To discuss and approve the annual accounts for the previous financial year (in order that they be submitted to the Charity Commission).
- To appoint the accountants for the current financial year.

2. Discussion of draft Annual Accounts

James Birch, from Dickinsons Accountants, introduced the draft Annual Accounts. The document had been circulated in advance to trustees (and is attached to these Minutes). He drew attention to the following aspects of the accounts:

- That in accounting terms, as defined by the relevant legislation, the CIEA was regarded as a 'going concern' in financial terms. Effectively this means that in the eyes of the accountants, the CIEA had sufficient funds in the financial year 2021-2022 to meet all of its financial obligations for the current financial year (2022-2023).

- That there as a small surplus in 2021-2022, compared with a deficit for the previous financial year.
- That the 'money in the bank' at the end of 2021/2022 had increased slightly compared with the previous year, and that appeared due in large part to the reduced running costs incurred by trustees (resulting mainly due to holding Board meetings remotely).
- That as far as the accountants were concerned, given the checks they were obliged to carry out, all aspects of the accounts were in order and met the requirements of HMRC and the Charity Commission.

It was unanimously agreed to approve the Annual Accounts for the period 01/04/21 – 31/03/22.

The Chair would sign the forms immediately after the AGM and Dickinsons would submit the accounts to the Charity Commission.

3. Appointment of accountants for 2023 – 2024 financial year

It was unanimously agreed to reappoint Dickinsons to act as the CIEA accountants for the financial year 3022-2023.

The meeting closed at 11:30am.