

East Anglia branch AGM

Wednesday 18 September 2019 | 9:30-10:30
Education Centre, Wandlebury Ring, Gog Magog Hills, Stapleford, Cambridge CB22 3AE

Agenda

1. Welcome to committee members and members present
2. Formal apologies for absence
3. Chair's speech
4. Financial Report
5. Summary of expenditure to date 2018-2019
6. Expected expenditure 2019-2020
7. Election of officers: Chair, Secretary, Treasurer
8. To receive and discuss committee members' ideas and thoughts around events
9. AOB
10. Meeting close

Chair's Speech

Good morning everyone and welcome to the RSB East Anglia AGM.

I am Natalie Lamb, Chair of this branch of the RSB. This is the fourth year I have been lucky enough to stand in front of you all and deliver this speech. It really is an honor to be able to do so and thank you for coming along and for listening to me. I hope you feel we have been listening to you, too. We have tried our best to take on your feedback and we would love to hear more from you, especially about the events that we have ran this year and intend to run in future.

Our years run October-October. This year, we've planned 6 events so far:

- December- Molecular Mixology at Cambridge Gin Labs, a really interactive look into the science of gin as well as the chance to drink our findings!
- January- A visit to the newly refurbished Cambridge Zoology Museum, which was an event suggested by a member
- May- Suffolk Owl Sanctuary guided tour and flying demonstration
- September- AGM and guided walk around the beautiful Wandlebury Country Park
- October- A guided adventure alpaca walk at Misty Meadows Alpacas

- November- Bowthorpe Oak Tree visit, one of the top 10 oldest trees in the UK, and talk by Rob The Tree Hunter

Next year we have another great set of events in the early planning stages. We hope to have a lecture from Medical Detection Dogs, Blue Planet 2 on the big screen with a talk, a punting experience searching for bats and to view the scenic lavender in Norfolk.

The events are the thing that we as a branch really put our thought, care and energy into. It is our way of connecting with you, the members in our area. As you can see, one thing we are trying to do with our events is to have a wide variety of activities that would appeal to a wide range of people.

We also work really hard to plan at least one event a year in the Suffolk and Norfolk area. Getting more involvement in this area is difficult, with our committee members being based in the Cambridge area and I personally live in Lincolnshire. But we work really hard to make this a possibility after previous AGM feedback.

One thing we've built on since last year's AGM is our social media presence. Our Facebook page, which can be found by searching for @RSBEastAnglia, which is growing in popularity, with almost 100 people currently following it. We were the first branch to have its own Facebook page which we started last year. And our new Twitter account @RSB_EastAnglia, which already had 64 followers despite Penny only setting it up this year. This increasing use of social media is giving us the freedom to share content with you directly. We will definitely still be posting our report and events in The Biologist but it's just a little extra we are doing too.

Something we've been doing differently this year is reducing our impact on the environment by having all of our committee meetings through conference calls. This also reduces our expenses for the society so that money can be spent on even better events and it actually makes it easier for us as committee members to have regular meetings.

Talking about our committee meetings, I'd like to thank our current committee, the volunteers who are busy working in the background to turn your ideas into actual events. So thank you to Denise, who has been kind enough to take on the role of acting secretary since the last AGM and has been a big help, and Penny, who has set up and single-handedly runs our East Anglia Twitter. I'd also like to thank Ellie from Head Office, who always tries her best to join our meetings and keep us updated with what is going on in the wider society. Without these people these amazing events and this branch, of which we are very proud, would not be here today.

But most of all I just want to say thank you very much for being here today. Thank you for coming to our events, supporting us and choosing to be here today. You are always welcome to participate in any way, whether that is an email, a social media post, coming to an event or joining our committee. Thank you for your contribution. I really hope you enjoy today. We've got a beautiful walk planned and some really nice people to spend the day with.

Royal Society of Biology Branch Budget Proposal 2018-19

Budget Table 1: Branch Administration													
Branch name	Proposal Date	Branch Administration Expenditure							Branch General Income			Balance remaining for AGM & Events	
		Branch Admin (e.g. Postage)	Committee Meeting Catering	Committee Meeting Travel	Committee Meeting Room Hire	Other Cost Specify:	Other Cost Specify:	Other Cost Specify:	Total Administration Expenditure (£)	Expected Income (e.g. Grants)	Annual RSB Allocation		Total General Income
East Anglia	12/10/18	£0.00	£0.00	£142.95	£0.00				£142.95		£1,000.00	£1,000.00	£857.05
Budget Table 2: Branch Events													
Proposed Event Date/month	Event Title & Type (e.g. Talk)	Branch Event Expenditure							Branch Event Income				
		Catering	Room hire	Marketing and / or publicity	Speaker expenses and / or fees	Event resources	Other Cost Specify:	Other Cost Specify:	Total Expenditure per Event (£)	Estimated Income (e.g. Tickets)	Event Profit / Income required	Additional Funding Source (e.g. Funds, Sponsor) State:	
04/12/18	Christmas social: molecular mixology at Cambridge Gin Labs	£0.00	£960.00	£0.00	£0.00	£0.00			£960.00	£600.00	£-360.00		
10/01/19	Cambridge Zoology Museum Visit	£0.00	£100.00	£0.00	£0.00	£0.00			£100.00	£20.00	£80.00		
19/05/19	Suffolk Owl Sanctuary	£0.00	£170.00	£0.00	£0.00	£0.00			£170.00	£188.00	£18.00		
Summer 2019	Alpaca Walking	£0.00	£320.00	£0.00	£0.00	£0.00			£320.00	£160.00	£-160.00		
18/09/19	AGM and Wandlebury Park Visit 2018-2019	£30.00	£90.00	£0.00	£0.00	£0.00			£120.00	£0.00	£-120.00		
September 2019	Bowthorpe Oak Visit and Talk	£0.00	£200.00	£0.00	£50.00	£0.00			£250.00	£120.00	£-130.00		
Totals:		£30.00	£1,840.00	£0.00	£50.00	£0.00	£0.00	£0.00	£1,920.00	£1,088.00	£-832.00		

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		Branch Admin (e.g. Postage)	Committee Meeting Catering	Committee Meeting Travel	Committee Meeting Room Hire	Other Cost Specify:	Other Cost Specify:	Other Cost Specify:	Total Administration Expenditure (£)	Expected Income (e.g. Grants)	Annual RSB Allocation	Total General Income	Balance remaining for AGM & Events
East Anglia	20/05/19	£0.00	£0.00	£300.00	£0.00				£300.00		£1,000.00	£1,000.00	£700.00
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Proposed Event Date/month	Event Title & Type (e.g. Talk)	Branch Event Expenditure							Branch Event Income				
		Catering	Room hire	Marketing and / or publicity	Speaker expenses and / or fees	Event resources	Other Cost Specify:	Other Cost Specify:	Total Expenditure per Event (£)	Estimated Income (e.g. Tickets)	Event Profit / Income required	Additional Funding Source (e.g. Funds, Sponsor) State:	
November 2019	Curring event	£0.00	£250.00	£0.00	£0.00	£0.00			£250.00	£100.00	-£150.00		
December 2019	Christmas event	£0.00	£100.00	£0.00	£0.00	£0.00			£100.00	£25.00	£75.00		
TBC	Cinema Lecture. Blue Planet 2 screening and lecture in	£0.00	£400.00	£0.00	£25.00	£0.00			£425.00	£250.00	£175.00		
May 2020	Bat punting	£100.00	£150.00	£0.00	£0.00	£0.00			£250.00	£80.00	-£170.00		
June 2020	Norfolk Lavendar	£0.00	£75.00	£0.00	£0.00	£0.00			£75.00	£75.00	£0.00		
October 2020	AGM 2019-2020	£0.00	£130.00	£0.00	£0.00	£0.00			£130.00	£0.00	-£130.00		
Totals:		£100.00	£1,105.00	£0.00	£25.00	£0.00	£0.00	£0.00	£1,230.00	£530.00	-£700.00		