



BCS Stoke and Staffordshire Branch AGM Meeting Notes

09/12/2024 Dec Hybrid AGM

Chair - Opening Remarks and Welcome

Attendees: Craig Hannon/Sandra Woolley /Richard Gosling/Chris Sproston/Charlie Huston-Brown/Jonathan Westlake /Dee Alimi

Apologies: Mike Butterworth

Nominations for Committee

Chair - Communicated that Matt Alton has decided to resign from Committee; he was Specialist Group Liaison – The branch would like to thank him for his support.

Chair - reminded everyone that nominations were sent out as per BCS regs

Chairs Report for 2024

Chair - Presented and reviewed the previous AGM meeting minutes.

Proposed - Sharon Dempsey

Approved - Jonathan Westlake

Highlights - Successes

Chair - Discussed the success of how the branch had evolved over the last year and how we are more sustainable/resilient.

Chair – Mentioned how the committee have taken on shared responsibility for planning/organising events and that in the coming year this is to continue. CITP and similar ‘Branch Buddies’ events – More like this to follow to help support and network. Mentoring and supporting.

Chair – The new branch banner has been a nice addition for events thanks to Richard for supporting this.

Chair – Discussed how our relationship with Stoke-on-Tech has grown within the region and how we would like to expand on this with the local colleges in our region.

Chair – Discussed how the student chapter has been setup at Staffs University and so far this is proving to have a positive impact.



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Planned activities for 2025

Chair – discussed the plans for 2025 from the annual report

Chair – Student Prizes for 2024 have now been provided and CHB plans to do a formal presentation for this.

Sharon/Richard – Suggested that there should be more involvement with the viability of student chapter.

Chair – Craig has done a great job with LinkedIn and social media management

Chair - involved with T Levels, local firm, TMT First

Impediments affecting the branch

Familiar issues from last year – see CHB report

Chair – Communicated that we already have events already planned for 2025 in January / February

Chair – Note the computer science in schools conference in 2025 – Highlight the date at the end of June.

Sharon – Suggested an AI with Raspberry Pi event. Business case to be created and JW to raise SFR.

The main feedback from the members attending was on the need to try and boost the visibility of BCS within the early careers setting. We need to demonstrate why to become and stay a member of the BCS.

Treasurer's report:

The budget for 24/25 was set at £2113.75 by BCS

All money held/managed centrally and so not at branch level. No funds are held by committee members.

The branch spent on Computer Science in Schools in June 2024

Budgeted for Gradex at Staffordshire University but the University never invoiced for that event.

Overall, we had an underspend of just over 30%, this partly due to accruals for expenses that were due not being submitted before the deadline for the year closure.

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Going forwards

Accruals are not permitted anymore and so as a branch we need to ensure all expense claims are submitted before the year end.

We will continue to raise SPFs where necessary.

Jonathan Westlake, Treasurer

Elections for 2025 Committee

Name	Role	Validation
Charlie Houston-Brown	Chair	Proposed: Jonathan Westlake Seconded: Sharon Dempsey
Jonathan Westlake	Treasurer	Proposed: Charlie Houston-Brown Seconded: Sharon Dempsey
Craig Hannon	Early Careers Advocate	Proposed: Charlie Houston-Brown Seconded: Jonathan Westlake
Richard Gosling	Inclusion Officer	Proposed: Charlie Houston-Brown Seconded: Jonathan Westlake
Jonathan Westlake	Vice Chair	Proposed: Charlie Houston-Brown Seconded: Sharon Dempsey
Mike Butterworth	Secretary	Proposed: Charlie Houston-Brown Seconded: Jonathan Westlake
Sharon Dempsey	Events Officer/Co-ordinator	Proposed: Charlie Huston-Brown Seconded: Jonathan Westlake
Craig Hannon	Website & Social Media	Proposed: Charlie Huston-Brown Seconded: Sandra Woolley
Sandra Woolley	Educational Liaison Officer	Proposed: Charlie Houston-Brown Seconded: Sharon Dempsey
Dee Alimi	Specialist Group Liaison	Proposed: Charlie Huston-Brown Seconded: Jonathan Westlake

JW – Facilitated the election of CHB as Chair

CHB – chaired the election process for the remaining nominations for the 2025 year ahead

Any other business

Lots of discussion around surveying the local membership – Questions to be decided and survey to be created.

ATOL follow up talk, trim/scope the next talk, Richard Gosling to contact him.

Visit in the summer, SPF request to be raised by JW, consensus to go to TMOC at Bletchley