



THE CHARTERED INSTITUTE OF LOGISTICS AND TRANSPORT

**Minutes of the Annual General Meeting held on
Sunday, 16th June at 14.00 local time (06.00 GMT) at the International Convention at the
NARADA Langfang Hotel and via Zoom.**

Present:

Name	Position
Teete OWUSU-NORTEY	International President (Chair)
Jan Steenberg	President Elect
David Pugh	Honorary Treasurer (online)
Paul MacDonald	Honorary Treasurer Elect
Michael Bourlakis	Trustee and IVP
Sharon Kindleysides	Secretary General

Plus 42 Institute Members present in person and 12 online.

1. Welcome and Apologies

Apologies were received from Jennie Martin (Honorary Secretary) and Ian Jones (Honorary Solicitor). No proxy votes had been received.

The Chair welcomed all attendees and noted that the meeting had been correctly convened with appropriate notice and received confirmation from the Secretary General that the meeting was quorate.

2. Approval of Minutes of AGM of 04 December 2023 and Matters Arising.

The minutes of the Annual General Meeting held on AGM of 04 December 2023 were considered.

Approval of the minutes was proposed by the Chair to the meeting and the majority of members approved the acceptance of the minutes without amendment.

3. The Report of the Council of Trustees for the year December 2023 – May 2024

The Report of the Council of Trustees for the year December 2023 – May 2024 had been circulated in advance of the AGM and its contents were taken as read.

4. Report and Accounts for year ending 30 September 2023

The Annual Report and Accounts for the year ending 30th September 2023 were presented by the Honorary Treasurer. An attendee noted that the 21-day time frame to circulate these in advance of the AGM had not been met.

The Secretary General move a motion asking the attendees if they wished to convene an EAGM in 21 days' time in order to provide sufficient time to review the accounts or if they would be prepared to vote on the matter during the AGM. A vote was taken and 20 votes were received to proceed during the AGM and 2 votes to convene and hold an EAGM.

Accordingly, a vote was then held to adopt the Annual Accounts and the Report and this was approved by a clear majority, and with the Honorary Treasurer to follow up on historical questions relating to previous year's accounts which the questionnaire will send directly to him.

5. Appointment of an Auditor for the year 1 October 2023 to 30 September 2024

The Honorary treasurer confirmed the proposed resolution **to re-appoint Mazars LLP as auditors and to authorise the Trustees to agree their remuneration**

There was a wide discussion on auditors, with several inputs on competitive tendering and comparative costs and scopes with input from a number of CILT members. The resolution was put to the members present and the majority of members approved to the re-appointment of Mazars LLP and the authorisation to agree their remuneration.

An action was taken by the CILT Secretariat to undertake competitive tendering process to provide a recommendation to the COT / IAC? For suitable candidates for the auditor role for subsequent accounting periods.

6. Resolutions for discussion and voting

Two proposals had been received with regards to the legal governance of the Institute:

6.1 Proposal to review the legal governance of the Institute, including the Byelaws and taking the UK Charity Governance Code into consideration.

6.2 Adoption of Code of Governance and Selection of Charity Governance Code to that effect

The vice-Chair explained that the motion 6.2 was not lawful due to the statutes and byelaws of the institute as an international organisation and could not be voted on. A wide-ranging discussion followed and a vote was taken to accept the motion 6.1 with a clear majority.

7. Any other business

The secretary General confirmed that no questions or AOB had been received and no AOB was raised by the attendees.

The Chair declared the meeting closed at 15.56 local time (07.56 GMT)