**Agenda**

**Annual General Meeting**

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| **date:****time:** **venue:** | Wednesday 13 December 2023 |
| 18.00 – 19.30 (keynote presentation 19.30 - 20.00 Virtual Meeting |
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| **Time** | **Title** | **Lead** |
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| 18.00 | **Welcome and introductions from the CSP President*** Introduction of the Vice President, Chair of Council, CSP Chief Executive, Council Members and Leadership Team.
 | Baroness Finlay |
| 18.10 | **Annual Impact Report for 2022 and the accounts for the year ended 31 December 2022** * The Impact Report covers members’ work and initiatives, how the CSP has worked on members’ behalf, and the difference it makes to patients’ lives and the impact it has on the profession.
* The CSP Chief Executive, Karen Middleton, will present the Impact Report and report on the Society’s progress against its corporate objectives plus a summary of the 2022 accounts.
 | Karen Middleton |
| 18.35 | **Voting on resolutions** Members are asked to vote on the following resolutions:* Resolution 1: To approve the minutes from 2022 AGM, available on the CSP AGM webpage.
* Resolution 2: To receive the Annual (Impact) Report for 2022, available on the CSP AGM webpage.
* Resolution 3: To consider and receive the Balance Sheet and the Accounts for the year ended 31 December 2022
* Resolution 4: To appoint Haysmacintyre as Auditors for the 2023 Annual Accounts.

Haysmacintyre is the Society’s auditor and, under the Bye-Laws, it is the members’ duty to appoint the Auditors at the AGM. * Resolution 5: To appoint Haysmacintyre as the Assurer for the 2023 Membership Audit Certificate

Unions must file a Membership Audit Certificate (MAC) annually with the Trade Union Certification Officer. We are required to appoint a qualified independent person as an Assurer to review the Society’s internal controls and risk assessment processes to be reported in the MAC. Haysmacintrye is the Society’s assurer and, under the Bye-Laws, it is the members’ duty to appoint the Assurer at the AGM. | Baroness Finlay |
| 18:45 | **Announcement of appointed Committee members*** Confirmation of newly appointed Committee members
* Thank you Committee members whose term has come to an end
 | Alex Mackenzie |
| 18.50 | **Awards** * Awarding of distinguished service awards, fellowships and recognition of members who have received national honours in 2022.
* Awarding of CSP Network, Volunteer and Influencer of the Year awards
 | Baroness Finlay |
| 19.00 | **Address from CSP Chair of Council*** Ishmael Beckford will reflect on 2023 and look to the year ahead noting the key priorities for the CSP.
 | Ishmael Beckford |
| 19.15 | **Question and answer session*** Members are invited to submit any questions to be answered before the closing of the AGM but have the opportunity to ask questions live too.
 | Baroness Finlay |
| 19.25 | **Close of AGM*** Baroness Finlay will close the AGM and introduce the spotlight lecture
 | Baroness Finlay |
| 19.30 -20.00 | **Spotlight Presentation** Beverly Harden MBE | Ishmael Beckford |

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