

**Chartered Institute of Logistics and Transport in the UK
Minutes of the Annual General Meeting held at 17.30 at
The Chesford Grange Hotel, Kenilworth on Thursday 14th June 2018**

Present:

Richard Wilding	Chairman CILT(UK), in the Chair (RW)
Kevin Richardson	Chief Executive (KR)
Andrew Weatherill	Company Secretary

Plus 20 other members of the Institute.

The meeting commenced at 17:30

RW welcomed those attending the meeting. RW advised that the President, Robin Proctor, had requested RW to offer to Chair the meeting, subject to approval of the meeting.

RW asked those members present who were FOR and AGAINST RW acting as Chairman.

The meeting unanimously voted FOR RW to Chair the Meeting.

RW confirmed that the meeting had been called with notice provided on the website in accordance with the 2011 Articles of Association.

RW confirmed that with more than 10 members present the meeting was quorate.

Copies of the draft minutes of the 2017 AGM were available to attendees at the meeting and were posted on the website. RW asked if there were any points to raise or amendments required. None were raised.

RW sought approval of the 2017 AGM minutes by a show of hands.

The meeting voted 22 to approve the 2017 AGM minutes with 1 abstention. RW confirmed the 2017 AGM minutes were approved.

RW advised the meeting has to consider and vote on two ORDINARY RESOLUTIONS. One to adopt the 2018 Directors' Report and Financial Statements and one to re-appoint the auditors. RW advised that members cannot change the resolutions but have the opportunity to make comments and ask any questions.

RW confirmed that there were NO PROXY VOTES REQUESTED OR CAST before the deadline of 16:30 of Monday 13 June 2018.

RW read out resolution 1:

To consider, and if thought fit, to adopt the Accounts for the year ended 30th September 2017 and the reports of the Directors and Auditors.

RW advised that the "Accounts", the Directors' Report and Financial Statements, had been considered and approved by the Board on 26 April 2018. RW asked if there were any comments or queries. None were raised.

RW asked the meeting for a show of hands FOR and AGAINST the resolution.

The meeting unanimously voted FOR the resolution to adopt the Accounts for the year ended 30th September 2017 and the reports of the Directors and Auditors.

RW confirmed that the Accounts for the year ended 30th September 2018 and the reports of the Directors and Auditors are adopted.

RW read out resolution 2:

To reappoint Mazars LLP as Auditors and to authorise the Directors to agree their remuneration.

RW asked if there were any comments or questions. There were no comments or questions.

RW asked for a show of hands FOR and AGAINST the resolution.

The meeting voted 22 FOR the resolution to reappoint Mazars LLP as Auditors and to authorise the Directors to agree their remuneration, with 1 abstention.

RW confirmed that the Mazars LLP had been reappointed as Auditors and the Directors authorised to agree their remuneration.

RW asked the meeting if there were any questions.

Ian Smith, a Fellow and Vice Chair of the London region, queried a recent decision about the restriction of Regions engaging directly with students. Amongst a fuller and wider response, KR explained that to date there had been no central co-ordinated control over who was engaging with students, how and with what collateral. The restriction was not on engaging with students but on not engaging with students without reference to the central team. The rationale was to ensure that all student engagement was co-ordinated, in line with strategy, with a consistent message and with appropriate collateral.

Catherine Miller, a Fellow and member of Operations Management Sector, queried the commitment of the Institute to the future of the Operations Management (OM) Sector. Amongst a fuller and wider response, KR explained that the Institute and the Board is committed to the future of OM within the Institute and has plans to develop the Education, Training and Qualifications offering for OM.

RW thanked the members for attending the meeting.

RW declared the meeting closed at 18:08.