

**The Southern and South East England Tourist Board
(TOURISM SOUTH EAST)**

Minutes of the AGM held virtually on the Zoom platform on 22 September 2022

352 CHAIR'S WELCOME AND INTRODUCTION (Item 1)

Phil Evans, the Chair of the Board, introduced the virtual 2022 Annual General Meeting of The Southern and South East England Tourist Board (TSE) and welcomed Tourism South East members and destination partners to the meeting.

He provided an explanation on the format of the meeting, along with housekeeping rules and what to do should the meeting be hacked. Mr Evans continued by emphasising the continued challenges facing the sector detailing the optimistic start to the year only to be thwarted by the war in Ukraine and the cost of living crisis. He concluded by thanking the team for their hard work.

**353 MINUTES OF THE ANNUAL GENERAL MEETING HELD ON 23 SEPTEMBER 2021
(Item 2)**

The minutes of the Annual General Meeting held on 23 September 2021 were presented. There were no matters arising.

PROPOSED as a true record of the previous AGM by C Oliver and SECONDED by W Myles

RESOLVED that the minutes were confirmed as a true record. There were no votes against.

354 ANNUAL REPORT 2021/22: CHIEF EXECUTIVE'S STATEMENT (Item 3)

The Chair handed the meeting over to Fran Downton, Chief Executive, who, in turn, welcomed everyone to the meeting. The Chief Executive shared her screen to deliver a detailed PowerPoint presentation on the challenges facing businesses and range of options. Ms Downton explained the role of TSE and how each area had contributed during the past year drawing on the strengths of the company.

354 REVIEW OF FINANCIAL STATEMENTS FOR 2021/22 (Item 4)

The Chair invited John Atherton, Chair of the Audit Panel, to provide a review of the financial statements as presented within the Annual Report and Financial Statements.

Mr Atherton commenced by providing a comprehensive explanation of the trading position of TSE based on the financial year end of 31 March 2022 which included a clarification of the elements which led to a surplus being declared and of the going concern assumptions. Mr Atherton led a walkthrough of the accounts for the financial year 2021/22 with an emphasis on the Statement of Income followed by the Balance Sheet. Specific mention was made relating to the restatement of the value of the Investment Property in light of changes to increased letting of areas of the Chamberlayne Road site. It was noted that no weaknesses had been identified by the independent review and a clean bill of health had been issued once again.

The Chair thanked Mr Atherton and invited questions. None were forthcoming.

Members received and considered the Annual Report and Financial Statements for the year ended 31 March 2022.

PROPOSED by W Myles and SECONDED by K Hallett

RESOLVED that the Annual Report and Financial Statements of the Board for the financial year 2021/22 are to be accepted. There were no votes against.

355 APPOINTMENT OF NEW BOARD MEMBERS

The Chair explained that two positions had become vacant on the Board for which three candidates had applied after an invite was issued in August. Following on-line voting by the membership the following have been elected to the Board for a period of three years:

- Kim Hallett
- Peter Mols

The Chair welcomed the new appointments.

356 PROVISIONAL DATE FOR ANNUAL GENERAL MEETING 2022 (Item 5)

The provisional date for the next AGM will be 21 September 2023 at a venue to be announced.

There being no further business the chair closed the meeting at 11:01am.