

Notice of AGM

Summarised financial statements

Form of proxy

Notice of AGM

NOTICE IS HEREBY GIVEN that the 66th Annual General Meeting of The Institute of Advanced Motorists Limited (“the IAM”) will be held at 1 Albany Place, Hyde Way, Welwyn Garden City, AL7 3BT on Thursday, 24th November 2022 at 10.30 am for the following purposes:-

1. To receive and consider the Report of the Council and the financial statements for the year ended 31 March 2022.
2. To elect Council members:-
 - 21 Stuart Malcolm Donald retires from the Council at the Annual General Meeting under Article 21, and being eligible, offers himself for re-election.
 - 22 Jeffrey Willcocks retires from the Council at the Annual General Meeting under Article 21, and being eligible, offers himself for re-election.
 - 23 Nicholas John Antony Stein retires from the Council at the Annual General Meeting under Article 21, and being eligible, offers himself for re-election.

Trustees’ election statements are available at www.iamroadsmart.com/elections2022.

3. To consider, and if thought fit, pass the following resolution on the recommendation of the Council:
 - 31 In accordance with Article 9.2.2, the annual membership subscription payable to the IAM shall be increased to £48 for all Ordinary Members other than Fellow Members from 1 April 2023. This subscription shall be discounted to £43 for all Ordinary Members other than Fellow Members who pay by direct debit.
 - 32 In accordance with Article 9.2.2, the annual membership fee payable to the IAM shall be increased to £66 for all Fellow Members from 1 April 2023. This subscription shall be discounted to £61 for all Fellow Members who pay by direct debit.
4. To deal with any other ordinary business of the IAM.

A member entitled to vote at the Annual General Meeting may appoint a proxy to attend and speak and vote in his/her stead. A proxy need not be a member of the IAM. A form of proxy and all relevant instructions are included with this notice as are the summarised financial statements and a link to the Report of Council and full audited financial statements. If any member has questions on the summarised financial statements, the full financial statements or the Report of the Council, these should be submitted to arrive at least seven days in advance of the meeting (i.e. by Thursday, 17th November 2022) to allow sufficient time for responses to be researched properly and delivered at the AGM. Questions should be submitted in writing, either by email to company.secretary@iam.org.uk with ‘AGM Questions’ in the subject line or by letter addressed to the Company Secretary at IAM RoadSmart, 1 Albany Place, Hyde Way, Welwyn Garden City, AL7 3BT.

If you wish to attend the AGM in person, please email agm@iam.org.uk with 'AGM Attendance' in the subject line and indicate your intention to be present at the meeting. Your email should be sent no later than Thursday 17th November 2022.

If you wish to attend the AGM via online conferencing services rather than by person, please send an email with 'AGM Online Attendance' in the subject line, including with their name, membership number and contact email address to agm@iam.org.uk no later than Thursday 17th November 2022. The IAM will subsequently send a link by email for the member to use to join the online conference.

All members are encouraged to vote using the proxy form, appointing the Chair or another attendee as their proxy, and ensuring the form is returned by email or post to arrive by 10:30 am on Tuesday 22nd November 2022.

BY ORDER OF THE COUNCIL

ARM Secretaries Limited, Company Secretary, 25th October 2022.

Registered Number 562530, Registered Charity Number 249002 (England and Wales), SC041201 (Scotland).

1 Albany Place, Hyde Way, Welwyn Garden City, AL7 3BT.

Information regarding votes of members at General Meetings

The Articles of Association (Articles) of the IAM specify the way in which members can vote at General Meetings. A copy of the Articles can be found on the members' areas of www.iamroadsmart.com or a hard copy can be requested from the address at the foot of the proxy form.

At any General Meeting, a resolution put to the vote of the meeting shall be decided on a show of hands, unless a poll is demanded by the Chairperson or by at least two members present in person or by proxy. If a poll is demanded, all proxy votes are then counted in the poll. The Chairperson has indicated that he will be demanding such a poll for all resolutions proposed at the Annual General Meeting on Thursday, 24th November 2022. Arrangements will be made to facilitate votes being cast by members (or their proxies) attending the meeting via video conferencing facilities.

To appoint a proxy, a member must complete and sign the form attached and send it to the IAM's registered office or by email with the subject "IAM proxy" to agm@iam.org.uk no less than 48 hours before the General Meeting.

Notes:

1. The proxy need not be a member of the IAM. If your proxy is not a member, please advise them to provide identification on arrival at the AGM. Where the proxy is attending the meeting by video conference then such identification will be deemed to have been made by the prior provision of the email address of the proxy to agm@iam.org.uk by 10:30 am on Tuesday, 22nd November 2022 at the latest.
2. You may appoint the Chair of the meeting as your proxy. To do this, leave the name of the proxy blank.
3. Unless a proxy notice indicates otherwise, it will be treated as allowing the person appointed discretion as to how to vote both in relation to the principal resolutions and also on any ancillary or procedural resolutions put to the meeting and any adjournment of the meeting.

Report of the Council on the summarised financial statements for the year ended 31 March 2022

These summarised financial statements have been extracted from the full financial statements of The Institute of Advanced Motorists Limited (“the IAM”) approved by the Council on 7th September 2022 and will be submitted to the Charity Commission, the Office of the Scottish Charity Regulator and to the Registrar of Companies in due course. The full financial statements include the auditor’s report which is unqualified.

The summarised financial statements may not contain sufficient information to provide a full understanding of the financial affairs of the IAM Group. For further information, the full financial statements, the auditor’s report and the Report of the Council should be consulted. These are available to members on www.iamroadsmart.com/accounts2022 or copies can be obtained from the registered office of The Institute of Advanced Motorists Limited, 1 Albany Place, Hyde Way, Welwyn Garden City, Hertfordshire AL7 3BT.

Group summarized Statement of Financial Activities for the year ended 31 March 2022

	2022	2021
	£000	£000
Income from:		
Subscriptions (including Gift Aid)	3,568	3,443
Other income	14	340
Test fees	487	178
<i>Other trading activities</i>		
Training and related services	2,076	1,612
Investments	174	153
Total income	6,319	5,726
Expenditure on:		
Fundraising and publicity	770	603
Training and related services	1,775	1,629
Research and advocacy	523	488
Membership services	1,793	2,004
Tests	924	540
Quality assurance	611	403
Total expenditure	6,396	5,667
Net (expenditure) / income	(77)	59
Net gains on listed investment portfolio	425	1,383
Net income for the year	348	1,442
Exchange losses	-	(1)
Net movement of funds in year	348	1,441
Balances brought forward at 1 April	8,680	7,239
Balances carried forward at 31 March	9,028	8,680

Report of the Council on the summarised financial statements for the year ended 31 March 2022 (continued)

Group summarised balance sheet as at 31 March 2022

	2022	2021
	£000	£000
Fixed assets		
Intangible assets	367	373
Tangible assets	65	90
Investments	8,444	7,901
	<hr/> 8,876	<hr/> 8,364
Current assets		
Stocks	91	86
Debtors	701	665
Cash at bank and in hand	763	646
	<hr/> 1,555	<hr/> 1,397
Current liabilities		
Creditors: amounts due within one year	<hr/> (1,403)	<hr/> (1,081)
Net current assets/(liabilities)	152	316
	<hr/>	<hr/>
Total assets less current liabilities	9,028	8,680
	<hr/>	<hr/>
Net assets	9,028	8,680
	<hr/>	<hr/>
Unrestricted funds		
General fund	9,028	8,680
	<hr/> 9,028	<hr/> 8,680
	<hr/>	<hr/>

Form of proxy

The Institute of Advanced Motorists Limited ("the IAM")

Company Number: 562530, Charity Number: 249002 (England and Wales), SC041201 (Scotland)

I, (name) _____

of (address) _____

whose email address is _____

hereby appoint (name of person)[#] _____

of (their address) _____

whose email address is _____

and failing him/her, the Chair of the meeting, as my proxy to vote for me and on my behalf at the Annual General Meeting of the IAM to be held at 10.30 am on Thursday, 24th November 2022 and at every adjournment thereof.

[#]This person must be present at the AGM, either physically or remotely. Leave this line blank to appoint the Chair of the meeting.

This form is to be used in respect of the resolutions mentioned below as follows:

- | | |
|--|----------------|
| 1. To receive and consider the Report of the Council and the financial statements for the year ended 31 March 2022 | For / Against* |
| 21 To elect Stuart Malcolm Donald as a Council Member | For / Against* |
| 22 To elect Jeffrey Willcocks as a Council Member | For / Against* |
| 23 To elect Nicholas John Antony Stein as a Council Member | For / Against* |
| 31 Increase the annual subscription for all Ordinary Members other than Fellows to £48.00 with effect from 1 April 2023 (discounted to £43.00 if paid by direct debit) | For / Against* |
| 32 Increase the annual subscription for all Ordinary Members who are Fellows to £66.00 with effect from 1 April 2023 (discounted to £61.00 if paid by direct debit) | For / Against* |

*Strike out whichever is not desired (if not used, the person holding the proxy will vote at their discretion. If both are struck out, an abstention will be recorded).

The Council of the IAM recommends that members vote FOR all resolutions.

Date _____

Signature _____

Membership number (please include) _____

This completed form must be sent to: Company Secretary, Proxy Form, FREEPOST, IAM RoadSmart, Building 1, Albany Place, Hyde Way, Welwyn Garden City AL7 3BT (no need for a stamp) or by sending a scanned copy of it by email to agm@iam.org.uk, in either case to arrive no later than 10.30 am on Tuesday 22nd November 2022.

We make better drivers and riders

Contact us:
0300 303 1134
support@iam.org.uk

iam
RoadSmart