



Supporting the hair, beauty
and barbering industries

MINUTES OF THE NATIONAL HAIR & BEAUTY FEDERATION ANNUAL GENERAL MEETING 2024

The 82nd Annual General Meeting of Members of the National Hair & Beauty Federation was held at NHBF, One Abbey Court, Fraser Road, Priory Business Park, Bedford, MK44 3WH on Monday 01 July 2024.

Board Members:

Amanda Lodge-Stewart [President] (MLS) - Chair
Jamie Mettyear (JM)
Beverley Bates (BB)
Fiona Johnston (FJ)
Mark Coray (MC)
Carolyn Sweeney (CS)
Kevin Huggins (KH)

Members:

Debbie Digby (DD)
Louise Fordham (LF)
Richard Marshall (RM)
Kelly Shaw (KS)

Staff:

Caroline Larissey (Chief Executive) (CL)
Sarah Pigden (Director of Finance) (SP)

1 President's welcome

The President welcomed all present and called the meeting to order.

2 Notice

The President read the Notice convening the meeting and confirmed that, with the proxy votes, the quorum of 40 had been met in this meeting.

3 Apologies

Apologies were given for Richard Marshall, Samantha Cunningham, and Jo Johnson.

4 Minutes of the 2023 AGM

The President went through the minutes of the 81st Annual General Meeting held on 23 July 2023, which had been previously circulated.

Beverley Bates proposed the approval of the minutes and Carolyn Sweeney seconded the proposal. The minutes were signed by the President.

5 Matters arising

There were no matters arising.

6 NHBF Board report and accounts for year ended 31 December 2023

Sarah Pigden presented a brief overview of the accounts.

Mark Coray proposed the motion to approve the NHBF Board report and annual accounts. Kevin Huggins seconded the proposal. The Members were asked to vote on the proposal.

That the Board Report and Accounts for the year ended 31 December 2023 be received.

41 voted for (proxy)
7 voted for (in person)
0 voted against
0 abstained

The item was carried. The Board Report and accounts were formally adopted. The accounts were signed by the President, Chief Executive and Jamie Mettyear.

7 Appointment of the auditors

Carolyn Sweeney proposed the motion to reappoint the auditors, Streets LLP. Jamie Mettyear seconded the motion. The Members were asked to vote on the proposal.

That Streets LLP Chartered Accountants be and are hereby appointed auditors of the Federation for the ensuing year and that their remuneration be determined by the NHBF Board.

41 voted for (proxy)
7 voted for (in person)
0 voted against
0 abstained

The item was carried. Streets LLP were reappointed as the auditors for 2024.

8 **Installation of Board members**

Debbie Digby, Kelly Shaw, Louise Fordham and Richard Marshall were installed as new Board Members.

Kevin Huggins, Mark Coray and Carolyn Sweeney stepped down as Board Members, having finished their terms.

9 **CEO report**

Caroline Larissey presented the CEO report, outlining progress made since her late 2023 appointment, and future plans in line with the NHBF Strategy.

10 **A.O.B.**

The Chief Executive advised the President that no other business had been received.

Before close of meeting, the President thanked departing Board Members for their support of the NHBF, and the Chief Executive presented departing Board Members with mementos in recognition of their term of office.

11 **Close of Meeting**

The President closed the meeting with a final speech and thanked everyone who had attended.

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Amanda Lodge-Stewart

President

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Date