

Notice of AGM

Summarised financial statements

Form of proxy

Notice of AGM

NOTICE IS HEREBY GIVEN that the 68th 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 and online on Thursday, 14th November 2024 at 10.30am. Full details of matters to be discussed, proposed resolutions and information regarding attendance and proxy appointment and how to join online can be found on the website: <https://www.iamroadsmart.com/agm-2024>

General Nature of Business:

1. To receive and consider the Report of the Council and the financial statements for the year ended 31 March 2024.
2. To Elect council members:
 - 2.1. Stuart Donald retires from the Council at the Annual General Meeting under Article 21, and being eligible, offers himself for re-election.
 - 2.2. Mark Powell retires from the Council at the Annual General Meeting under Article 21, and being eligible, offers himself for re-election.
 - 2.3. Mark Armitage retires from the Council at the Annual General Meeting under Article 21, and being eligible, offers himself for re-election.
 - 2.4. Nick Stein retires from the Council at the Annual General Meeting under Article 21, and being eligible, offers himself for re-election.
3. To consider and, if thought fit, pass resolution[s] in accordance with Article 9.2.2 of the IAM's Articles of Association for an optional bolt-on charity donation, instead of a membership fee increase for Ordinary Members and Fellow Members.
4. To deal with any other ordinary business of 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. Advance questions on the summarised financial statements, the full financial statements or the Report of the Council should be submitted to arrive at least seven days in advance of the meeting (i.e., by 10:30 am on Thursday, 7th November 2024) to allow sufficient time for responses to be researched properly and delivered at the AGM. Advance 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.

Join Zoom Meeting: <https://zoom.us/join>

Meeting ID: 857 7513 5341

Passcode: 819395

You can join the AGM via mobile phone; to do this scan the QR code:



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 7th November 2024, to allow sufficient time for appropriate logistical arrangements to be made. You will still be permitted to attend the AGM if you do not let us know by this date.

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 12th November 2024.

BY ORDER OF THE COUNCIL

Andrew McLachrie, Company Secretary, 13th October 2024.

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 Chair 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 Chair has indicated that he will be demanding such a poll for all resolutions proposed at the Annual General Meeting on Thursday, 14th November 2024. 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 (i.e., by 10:30am on 12th November 2024).

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 12th November 2024 at the latest.
2. You may appoint the Chair of the meeting as your proxy.
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 2024

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 25th September 2024 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 <https://www.iamroadsmart.com/agm-2024> 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 statement of financial activities for the year ended 31st March 2024

Group Summarised Statement of Financial Activities for the year ended 31 March 2024		
	2024	2023
	£'000	£'000
Income from:		
Donations and Legacies		
Subscriptions (including Gift Aid)	3,628	3,474
Other Income	35	24
Charitable Activities		
Test fees	701	503
Other Trading Activities		
Training and Related Services	1,979	1,946
Investments	178	222
Total Income	6,521	6,169
Expenditure on:		
Raising funds		
Fundraising & Publicity	979	807
Training & Related Services	1,711	2,292
Charitable Activities		
Research & Advocacy	558	549
Membership Services	1,974	1,769
Tests	703	1,176
Quality Assurance	1,059	627
Total Expenditure	6,984	7,220
Net (expenditure) / income	(463)	(1,051)
Net gains /(losses) on listed investment portfolio	(203)	(718)
Net Income for the year	(666)	(1,769)

Report of the Council on the summarised financial statements for the year ended 31 March 2024 continued)

Group summarised balance sheet as at 31 March 2024

Other recognised gains	-	-
Net Movement for the funds in the year	(666)	(1,769)
Balances brought forward at 1 April	7,259	9,028
Balances carried forward at 31 March	6,593	7,259
<u>Group summarised balance sheet as at 31 March 2024</u>		
	2024	2023
	£'000	£'000
Fixed Assets		
Intangible Assets	254	318
Tangible Assets	26	47
Investments	6,566	7,046
	6,846	7,411
Current Assets		
Stocks	27	50
Debtors	753	795
Cash at bank and in hand	624	641
	1,404	1,486
Current liabilities		
Creditors: amounts falling due within 1 year	(1,657)	(1,638)
Net current assets	(253)	(152)
Total assets less current liabilities	6,593	7,259
Creditors - amounts falling due after more than one year		
Net assets	6,593	7,259
Unrestricted funds		
General fund	6,593	7,259
	6,593	7,259

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, 14th November 2024 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 2024. | For / Against* |
| 2.1. | To elect Stuart Donald as a Council member | For / Against* |
| 2.2. | To elect Mark Powell as a Council member | For / Against* |
| 2.3. | To elect Mark Armitage as a Council member | For / Against* |
| 2.4. | To elect Nick Stein as a Council member | For / Against* |
| 3. | To consider and, if thought fit, pass resolution[s] in accordance with Article 9.2.2 of the IAM's Articles of Association for an optional bolt-on charity donation, instead of a membership fee increase for Ordinary Members and Fellow Members | For / Against* |
| 4. | To deal with any other ordinary business of IAM. | |

*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 12th November 2024.

We make better drivers and riders

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

