

APPROVED

**MINUTES OF THE ANNUAL GENERAL MEETING OF THE COMPANY HELD ON WEDNESDAY 29
NOVEMBER 2023 IN ROOM C1.09, 115 NEW CAVENDISH STREET.**

PRESENT:	Professor L Berry (Chair) Ms N Aggarwal, UWSU Mr J Bairamian Miss T Bangia, UWSU Professor P Bonfield Professor S Griffiths Ms S Hafeez Dr S Jarvis	Professor G Meikle Ms C Morgan Ms L Phillips (Deputy Chair) Ms J Robson Professor F Ross Canon D Stanton Ms P Wales Ms MX Wang
IN ATTENDANCE:	Mr A Ajayi (Observer) Professor D Anand Mrs E McMillan (Clerk)	Ms S Shabbir (Observer) Mr I Wilmot ¹ (Deputy Company Secretary)
APOLOGIES:	Ms V Foster Professor A Hughes (attendee)	Ms J Khan Mr T Toumazis

1. NOTICE CONVENING THE MEETING

1.1 The notice convening the meeting was taken as read.

2. APOLOGIES FOR ABSENCE

2.1 Apologies were noted as listed above.

3. MINUTES OF THE ANNUAL GENERAL MEETING

3.1 **AGREED** Members agreed the minutes of the Annual General Meeting held on 23 November 2022 (Document AGM 231129-1) as a correct record of the meeting.

4. REPORT AND FINANCIAL STATEMENTS 2022/23

4.1 **APPROVED** Members received, considered and approved the Annual Report and the Financial Statements for the year ended 31 July 2023 (Document AGM 231129-2), following approval by the Court of Governors, all members of the Company having agreed to waive the statutory 21 days' notice.

5. AUDITORS TO THE UNIVERSITY

5.1 Members received a summary of the Audit Committee's recent evaluation of the external audit service (Document AGM 231129-3).

5.2 **RESOLVED** Members resolved that KPMG should be re-appointed as External Auditors to the University of Westminster for the financial year ending 31 July 2024.

6. CLOSURE OF MEETING

6.1 The Chair declared the meeting closed.

¹ Ian Wilmot attended as Interim University Secretary and Chief Operating Officer (USCOO) and Director of Finance