



## Minutes of the 2015 BCS PHCSG 35<sup>TH</sup> AGM

Held on Thursday 15th October	At 4pm	Ettington Park Hotel, Stratford-upon-Avon
Minute taker	Grizelda Moules	

### Attendees

Dr Jonathan Cox  
Dr John Robinson  
Dr Beverley Ellis  
Dr Nilesh Jain  
Dr Robert Treharne Jones  
Dr Mary Hawking  
Roz Foad  
Dr Paul Singer  
Grizelda Moules  
Dr Marcus Baw  
Alison Bourke  
Alison Young  
Toto Gronlund  
Dr Pieter Houwink  
Adrian Glenister  
Maggie Lay  
Dr Sharmilla Biswas  
Dr Mike Bainbridge  
Dr Dai Evans  
Dr Nicholas Booth  
Dr Paul Miller  
Mr Harry Longman  
Ian Herbert  
Ewan Davis

### 1. Welcome and introductions

Chair	Dr Jonathan Cox
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Presentation of BCS long-standing award to Committee members: Roz Foad, Beverley Ellis and Grizelda Moules were presented with silver pins. 2 more awards were presented later to Ian Herbert and Nilesh Jain.

### 2. Apologies for absence

Apologies received to date	Dr Arjun Dhillon, Robert Morrow, Julia Hippisley-Cox, Ian McNicholl and Hildegard Franke
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### 3. Minutes of 2014 PHCSG AGM, previously circulated

Secretary	Dr Beverley Ellis
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Minutes of the 2014 AGM are available online.

Action Items	Person	Deadline
Acceptance of Minutes carried unanimously Proposed by Robert Treharne Jones Seconded by John Robinson		



**4. Matters Arising from the Minutes**

There were no matters arising from the Minutes.

**5. Chairman’s Report, presented verbally**

[Chair, Jonathan Cox]

“We have had a successful year and our membership is healthy, particularly in comparison with BCS sister groups. The committee has taken forward various suggestions and with regard to the budget, we have been successful in keeping to our budget, with some under spending. We are compliant with the requirements of the BCS for specialist groups.

We have representatives on other committees eg Roz and others.

All our administration is now done by Committee members and there is a little support from BCS. We no longer have had our own administrator (previously Jill Riley). 4 of the 5 executives are in full time employment. Roz (as previous past Chair has retired). Clinical Special Interest Group (CLICSIGs) are Chaired by Ian Herbert, are self-funded by those who go and have been very successful again this year.

Communication within the Committee is now web-based.

Coming up to the Group’s activities for next year, we are pleased to announce that we have sufficient applications for Committee roles. However, we need to increase the membership. We do need to monitor our relationship with the BCS in the future. We need to review whether we are getting what we want out of this relationship.

We need to liaise with our colleagues in industry also we have had close relationship with GPES and other organisations.

In future this may not be in the hands of the providers but may be more via the phone with the patients.

It’s not too late to stand for Committee for next year, should anyone wish to do so from the floor. Thanks to Roz, Beverley, Niles, and to Rob Morrow who (though unable to attend the AGM or meeting this time), has been to several meetings on our behalf and has kept us constantly updated and represented at those meetings, which Jonathan had been unable to attend. Also thanks to rest of this committee.

Niles, Beverley, Roz, Grizelda and Ian Herbert were presented with silver pins from the BCS in recognition of their long standing contributions to the PHCSG.

Action items

Vote



Proposed by John Robinson	Carried unanimously
Seconded by Mary Hawking	
<b>6. Treasurer's Report, presented verbally, copy available via <a href="http://www.phcsg.org">www.phcsg.org</a></b>	
	[Treasurer, Dr Nilesh Jain]
<p>Comments: Nilesh – the Group supported Marcus' Hack Day as a new activity. Thanks to the committee members several of whom do not claim for expenses.</p> <p>Bev thanked Nilesh for all his work.</p> <p>Mary asked – would BCS support a few hours of time to the website. We have not chosen to move to BCS own website. Could they contribute to costs for this rather than sponsor it? RTJ's daughter, Madeleine, needs to have more answers to her questions in order to be able to help with this.</p>	
Action Items	Vote
Proposed: Robert Treharne Jones	<i>Carried unanimously.</i>
Seconded: Paul Singer	
<b>8. Other Officer's Reports</b>	
a) Vice-Chair's Report, previously circulated	[Vice-Chair, Rob Morrow]
Action Items	Vote
Proposed: John Robinson	<i>Carried unanimously.</i>
Seconded: Jonathan Cox	
b) Secretary's Report, previously circulated to Executive, presented verbally, copy available online via phcsg.org	[Secretary, Dr Beverley Ellis]
<p>Bev has already circulated her report and went through some of the main points. She thanked Grizelda for support and also gave thanks to those who applied for re-election and to Maggie who is standing for election for the first time. Their personal statements have been circulated prior to the meeting and these will be published on the web-site.</p>	
Action Items	Vote
Proposed: Dai Evans	<i>Carried unanimously.</i>
Seconded: Alison Bourke	



**8. Report from CLICSIG**

[CLICSIG, Ian Herbert]

Ian reported briefly on CLICSIG's successful year.

Action Items	Vote
Proposed: Grizelda Moules	<i>Carried unanimously.</i>
Seconded: Mary Hawking	

**9. Election of Chair**

[Chair, Jonathan Cox]

Dr John Robinson was elected as the new Chair

Action Items	Vote
Proposed: Jonathan Cox	<i>Carried unanimously.</i>
Seconded: Roz Foad	

**10. Election of Vice Chair**

[Chair, Jonathan Cox]

Rob Morrow is willing to continue as Vice Chair

Action Items	Vote
Proposed: John Robinson	<i>Carried unanimously.</i>
Seconded: John Cox	

**11. Election of Committee Member posts**

[Secretary, Dr Beverley Ellis]

*It was AGREED to vote en bloc for the following nominations.*

Nominations received from Dr Marcus Baw (Social Media), Roz Foad (Events), Ian Herbert, (CLICSIGS), Professor Julia Hippisley-Cox (list Manager), Maggie Lay (Membership), Dr John Robinson (Chair), Dr Robert Treharne-Jones (Press Secretary), Dr Paul Singer (Events) and Grizelda Moules (AGM Minutes Secretary)

Nick Booth was also willing to serve on the Committee and it was AGREED that he be co-opted to the Committee.



Action Items	Vote
Proposed: Mary Hawking	<i>Carried unanimously.</i>
Seconded: Alison Young	
Maggie was welcomed as a new Committee member who had applied to be Membership Secretary.	
<b>12. AOB</b>	
	[Secretary, Beverley Ellis]
There was no other business.	
The Group expressed their thanks to Jonathan who was given a card and wine from the Committee.	
<b>13. Date of Next Committee Meeting</b>	
	[Chair, Jonathan Cox]
The Committee will meet immediately after this AGM	
Action Items	Vote
Proposed:	
<b>14. Date of Next AGM</b>	[Chair, Jonathan Cox]
The venue and date to be confirmed but would be around October next year. <i>The meeting closed at 5 pm.</i>	



Primary Health Care SG