Minutes of the 2015 BCS PHCSG 35\textsuperscript{th} AGM

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<th>Held on Thursday 15th October</th>
<th>At 4pm</th>
<th>Ettington Park Hotel, Stratford-upon-Avon</th>
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<tbody>
<tr>
<td>Minute taker</td>
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<td>Grizelda Moules</td>
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**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

   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 Hippsley-Cox, Ian McNicholl and Hildegard Franke

3. **Minutes of 2014 PHCSG AGM, previously circulated**

   - **Secretary**: Dr Beverley Ellis

   Minutes of the 2014 AGM are available online.

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<thead>
<tr>
<th>Action Items</th>
<th>Person</th>
<th>Deadline</th>
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<tbody>
<tr>
<td>Acceptance of Minutes carried unanimously</td>
<td></td>
<td></td>
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<tr>
<td>Proposed by Robert Treharne Jones</td>
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<tr>
<td>Seconded by John Robinson</td>
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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, Nilesh, 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.

Nilesh, Beverley, Roz, Grizelda and Ian Herbert were presented with silver pins from the BCS in recognition of their long standing contributions to the PHCSG.
Proposed by John Robinson  
Carried unanimously

Seconded by Mary Hawking

6. **Treasurer’s Report, presented verbally, copy available via [www.phcs.org](http://www.phcs.org)**  
   [Treasurer, Dr Nilesh Jain]

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.

Bev thanked Nilesh for all his work.

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.

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<td>Proposed: Robert Treharne Jones</td>
<td>Carried unanimously.</td>
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<td>Seconded: Paul Singer</td>
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8. **Other Officer’s Reports**

   a) **Vice-Chair’s Report, previously circulated**  
   [Vice-Chair, Rob Morrow]

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<tr>
<td>Proposed: John Robinson</td>
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<td>Seconded: Jonathan Cox</td>
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   b) **Secretary’s Report, previously circulated to Executive, presented verbally, copy available online via phcs.org**  
   [Secretary, Dr Beverley Ellis]

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.

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<td>Proposed: Dai Evans</td>
<td>Carried unanimously.</td>
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<td>Seconded: Alison Bourke</td>
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8. Report from CLICSIG

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<td>Proposed: Grizelda Moules</td>
<td>Carried unanimously.</td>
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<td>Seconded: Mary Hawking</td>
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9. Election of Chair

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<td>Seconded: Roz Foad</td>
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10. Election of Vice Chair

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11. Election of Committee Member posts

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<td>Proposed: Nick Booth</td>
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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 Trehan-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.
Maggie was welcomed as a new Committee member who had applied to be Membership Secretary.

12. AOB

[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.

13. Date of Next Committee Meeting

[Chair, Jonathan Cox]

The Committee will meet immediately after this AGM

Action Items | Vote
---|---
Proposed: | Carried unanimously.

14. Date of Next AGM

[Chair, Jonathan Cox]

The venue and date to be confirmed but would be around October next year. The meeting closed at 5 pm.