

Minutes of the 2016 BCS PHCSG 36TH AGM

Held on Thursday 16th October At 4pm Ettington Park Hotel, Stratford-upon-Avon

Minute taker Grizelda Moules

1. Welcome and introductions

Chair Dr John Robinson

Present:

Dr John Robinson
Dr Beverley Ellis
Dr Nilesh Jain,
Dr Mary Hawking
Dr Paul Singer
Dr Robert Treharne Jones
Roz Foad
Grizelda Moules
Jodi Morrow
Rob Morrow
Ian Herbert
Dr Ian McNicoll
Hildegard Franke
Dr Geoff Schrecker and
Dr Nick Booth.

2. Apologies for absence

Apologies received to date Apologies have been received from Dr Jonathan Cox, Dr Julia Hippisely Cox, Dr Glyn Hayes and Miriam Lemar.

3. Minutes of 2015 PHCSG AGM, previously circulated

Secretary Dr Beverley Ellis

Minutes of the 2015 AGM are available online. Accepted as a true record.

Action Items	Person	Deadline
Acceptance of Minutes Carried unanimously Proposed by Dr Mary Hawking Seconded by Hildegard Franke		

4. Matters Arising from the Minutes

There were no matters arising from the Minutes.

Action Items	Person	Deadline
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5. Chairman's Report,

[Chair, Dr John Robinson]

The report is available online and also in conference bags. Dr John Robinson gave his report and added his special thanks to Mary Hawking and also to the web team for all their hard work with our website. New items can be uploaded within 24 hours now.

Thanks to all the Committee for their support, but especially to Beverley who has been Secretary to the Committee for 14 years and has been the glue that has held us all together. Beverley was presented with a gift in recognition of her contribution to the group.

Rob Morrow is standing down as Vice Chair but is willing to continue as a member of the Committee. Thanks to him for all his work.

Alison Bourke and Maggie Lay are standing down from the Committee due to other commitments. Thanks to them also for their support of the group.

Action items	Vote
Proposed by Ian Herbert	Carried unanimously
Seconded by Mary Hawking	

6. Treasurer's Report,

[Treasurer, Dr Nilesh Jain]

This report was available on the web and circulated in conference bags.

Nilesh Jain reported that £3200 has been spent, including £500 on Marcus' Hackday. Roz is organising a meeting in Hertfordshire and we have money available for funding events such as these. If anyone would like to run further events we have available funding and can apply for more if needed.

Last year's Annual Conference had a surplus of £50, this was partly as some speakers did not claim their allowances. We have to be careful as eg this year we reserved 27 rooms at the hotel, but only used 24.

Roz has done a fantastic job at corralling people and monitoring bookings for the Annual Conference.

We are starting this year with a healthy sum, so let's use it.

Action Items	Vote
Proposed: Robert Treharne Jones	<i>Carried unanimously.</i>
Seconded: Paul Singer	

7. Other Officer's Reports

a) Vice-Chair's Report

[Vice-Chair, Rob Morrow]

This report is available to the web and in conference bags. Rob Morrow gave his report and also wished to thank Mary for all her help with the website. He also mentioned that Our Google presence is much stronger too. These reports were taken together for approval.

Action Items	Vote
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Proposed: See below		<i>Carried unanimously.</i>
Seconded:		
b) Secretary's Report, previously circulated to Executive, presented verbally, copies tabled	[Secretary, Dr Beverley Ellis]	
<p>This report is available on the website and was circulated in the conference bags. Beverley Ellis gave her report and said that she has been continuing with research on patient accessibility and has been appointed as a subject expert on this for NHS. She has also participated on EHI.</p> <p>She would like to thank Grizelda Moules and John Robinson as well as the whole committee for their support. She stated that she will be standing down as Secretary of the Group after 14 years but had thoroughly enjoyed her time.</p>		
Action Items		Vote
Proposed: See below		<i>Carried unanimously.</i>
Seconded:		
8. Report from CLICSIG		
		[CLICSIG, Ian Herbert]

Ian reported briefly on CLICSIG's successful year. **CLICSIG MEETINGS**

Ian Herbert gave his report on the three CLICSIGS which have been held over the past year.

Woodstock January Patient record in 21st century. A bit disjointed. NB could only contribute by phone. Report not yet completed but will be soon. One of the problems is that it is becoming increasingly more difficult to talk about GP records in isolation.

Newcastle June – on how information is recorded. Mary reported that this arose as a request from Ambulance on how information is recorded. Notes went to Nick and then to John. Need to have a way of reproducing what is viewed, who has written it etc. and perhaps a screen shot could help. Mike Martin made a fascinating contribution and he and Nick B will be presenting tomorrow. Begs the question how much do you need to record during a consultation, how much you need to have access to and how to access.

CLICSIG Amsterdam October Hosted by Pieter Houwink and the Dutch GP group. A fascinating meeting. They have the same pressures as us. They have no intention of using SNOMED. They have different pressures to which they need to respond. All the presentations will be available to see and we will put them on the web.

All these should be available on the web during the next month. Mary has been focusing on the AGM and conference. Mary will then may available links to other previous CLICSIGS, some are already up there. Attendances have been down a little, perhaps as GP computing works and it is taken for granted. Interoperability is the next issue for which we should be a flagship. With the Dutch system, they have been doing e.g. electronic referrals and discharges efficiently the integration did seem better. Thanks to them and especially to Pieter Houwink. Also thanks to Grizelda for helping with organising this.

All these reports were proposed and seconded together.

Action Items	Vote
Proposed: Dr Robert Treharne Jones	<i>Carried unanimously.</i>
Seconded: Dr Mary Hawking	

9. Election of Vice Chair

[Secretary, Beverley Ellis]

A nomination had been received from Dr Geoff Schrecker who introduced himself - just retired from active General Practice. He has also been involved with a national user group, and was a supporter of EMIS. He felt that GP computing has become business as usual, but not necessarily very good business. There is an assumption that GPs have got it sorted, but there can be examples of bad practice, eg by those who did not understand how to record information e.g. coding. He wishes to remain active and to be involved with this Group.

Action Items	Vote
Proposed: Dr Paul Singer	<i>Carried unanimously.</i>
Seconded: Roz Foad	

10. Election of Treasurer

	[Secretary, Beverley Ellis]
Nilesh Jain was nominated to continue as Treasurer	
Action Items	
Proposed: Dr Beverley Ellis	
Seconded: Ian Herbert	
11. Election of Secretary	
	[Dr John Robinson]
Miriam Lemar has applied for this role. She has been working with PRIMIS as their commercial director, having had a background in management consultancy.	
Action Items	Vote
Proposed: Dr John Robinson	<i>Carried unanimously.</i>
Seconded: Dr Robert Treharne Jones	
12. Election of Committee Member posts	
	[Secretary, Beverley Ellis]
Applications have been received from : Rob Morrow, Hildegard Franke (membership secretary), Jodi Morrow Arjun Dhillon is worried that he may have problems attending meetings, but is very much involved with the group. It was agreed that he should be co-opted. Mary Hawking is to apply for the role as Web Co-ordinator It was agreed that Beverley be Co-opted as Education Officer	
Action Items	Vote
Proposed: Dr Robert Treharne Jones	
Seconded: Ian Herbert	
11. Date of Next Committee Meeting	
	[Chair, Dr John Robinson]
Next committee meetings:	
After this meeting at 5pm today, 13 December and 7 th February 2017.	
Action Items	Vote
Proposed:	
12. Date of Next AGM	[Chair, Dr John Robinson]

The venue and date to be confirmed but would be around October next year.

Comments

Possible venues for future AGMs

Grizelda has investigated the availability of Oxford and Cambridge Colleges for the 2017 Annual Conference and John Robinson has visited 2 Oxford Colleges. He reported that he had found that the accommodation had been quite student orientated and with Oxbridge we would need also we would need to have the Conference in September. Coombe Abbey near Coventry had been suggested. Roz has investigated this. We could consider this for next year. Venue Select could help negotiate prices, which would be similar or less than the current venue.

Perhaps could include an educational content/ tutorial on the first day, then the AGM. Then the format of the second day could be as usual. This might attract more people. Paul said we need to advertise EHI.

The meeting closed at 5 pm.