(Draft) Minutes of the BCS Primary Health Care Specialist Group 42nd AGM
Held at The Queen at Chester Hotel Chester on
9th November 2023 at 4.30 pm

1. Welcome and Introductions Miriam Lemar (Chair)

Present:

Miriam Lemar 
Dr Nick Booth
Dr Vije Rajput
Dr Ian Thompson
Dr John Robinson
Jennie Johnson
Dr Nilesh Jain
Dr Mary Hawking
Dr Paul Singer
Roz Foad
Dr Richard Williams
Dr Neill Jones
Dr James Roberts
Cheryl Cowley
Grizelda Moules

Dr Mike Clayton
Ewan Davis
Dr John Williams
Dr Colin Brown
Dr James Coleman
Dr Rupert Millard
Dr Dai Evans
Dr Bhekizulu Byana
Dr Arjun Dhillon
Dr Ian McNicoll
Dr Paul Miller
Dr Michael White
Dr Robert Treharne Jones

Total 26

2. Apologies for Absence

Apologies received to date were received from Dr Beverley Ellis and Tom Thwaites

3. Minutes of the 2022 AGM

These were available and online. The minutes were accepted as a true record.

Acceptance of minutes
Proposed: John Robinson
Seconded: Mary Hawking – carried

4. Matters Arising from the Minutes

There were no matters arising.

5. Chair’s Report

Miriam presented her report which was also available on the website

Marie Settlefield at BCS has helped and there have been improvements to the website and conference. Miriam has been involved with the BCS Health and Cre Executive and has helped Mike Anderson with the webinars earlier this year which have been well attended. The PHCSG has also been represented at grass roots. FEDIP are providing our CPDs for the Education Day and
Jennie organised a CLICSIG meeting in London on 13th May, which was well attended, despite problems with trains. The report has gone up on the website. There is still money available for the Travel Awards for 5 more years.

Thanks were given to Jennie and Grizelda for organising the events today and tomorrow and this was applauded.

Miriam announced that she wishes to stand down as Chair as she now has a different role in a different sector. A vote of thanks was given to Miriam for her work. She will continue on the Committee as the Immediate Past Chair. She suggested that the Group should work on our USP and what differentiates us from other groups.

Acceptance of report
Proposed: John Robinson
Seconded: Roz Foad – carried

6. Treasurer’s Report

Nilesh’s report was available on the website. He announced that we had made a surplus this year for the first time in several years. A grant was received from Philip Gough. At the start of the year we had had plans, but these were reduced, partly as BCS was still coming out of Covid and historically only 40% of what is requested gets funded.

We ended up spending £1,500 in travelling for Committee meetings, but made a £3,000 surplus from last year’s conference. Similarly, we have £4K pared back and got 60% of our allocation. Finance meets every month, and we can put in more requests. We have turned a corner. The rules have changed and BCS will no longer allow a surplus to be carried forward to the next year.

Acceptance of report
Proposed: Ian Thompson
Seconded: Mary Hawking – carried

7. Elections to the Committee Roz lead this item

<table>
<thead>
<tr>
<th>Role</th>
<th>Person</th>
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<tbody>
<tr>
<td>Chair</td>
<td>Dr Ian Thompson</td>
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<tr>
<td>Vice Chair</td>
<td>Dr Vje Rajput</td>
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<td>Events 2</td>
<td>Grizelda Moules</td>
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<tr>
<td>FCI Liaison</td>
<td>Dr John Robinson</td>
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<tr>
<td>CLICSIG Convenor</td>
<td>Dr Dai Evans</td>
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<tr>
<td>University Liaison</td>
<td>Dr Richard Williams</td>
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<tr>
<td>Early Careers and EDI</td>
<td>Dr James Roberts</td>
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These elections were voted for en masse

Proposed: Robert Treharne Jones
Seconded: Miriam Lemar – carried

8. Any Other Business

Colin Brown asked if we could have a list of attendees with contact details if possible. BCS has not allowed us to have a list of attendees anymore.

Dai Evans said that he would set up a WhatsApp Group. AGM attendance would be on the website in the minutes.

We can ask Marie if we can add something on Eventbrite.

9. Date of next Committee meeting

The next Committee meeting will follow immediately after this AGM. Subsequent Committee meetings would be announced. The next would probably be in December.

10. Date of next AGM

The venue and date to be confirmed and circulated, but would be provisionally in October or November 2024. We need to watch dates and avoid clashes.