

Minutes of the BGPERT Annual General Meeting

Wednesday 9th November 2022 at 7.00pm

PGMC, RUH, Bath

Trustees in attendance: Helen Kingston (HK), Anne Lashford (AL), John Ward (JW)
Apologies received: Nicholas Ashley (NA), Nicola Bebb (NB), Peter Philiiips (PP), Rosie Rawson-Cain (RC)
In attendance: Olly Bradford (OB), Alex Clark (AC), Tina Rawlings (TR) & Fran Staples (FS), seven BGPERT members also in were attendance.

Action

1. Apologies

Apologies received from Trustees Nicholas Ashley, Nicola Bebb, Peter Phillips and Rosie Rawson Cain.

2. Minutes of the 2021 Annual General Meeting

The minutes of the last meeting were approved.

3. Matters arising not elsewhere on the agenda

There were no additional items added to the agenda.

4. Programme Director's report

AC reported on the programme of BGPERT events, with the reintroduction of face to face events earlier this year, along with regular virtual meetings. Attendance numbers have been good for the larger face to face meetings and for the smaller more practical events, such as the diabetes and respiratory study days and joint injection training, but low numbers for other face to face evenings. Virtual events remain popular with members.

Going forward AC confirmed BGPERT will keep larger whole/half day events or specific practical evening events as face to face meetings and host virtual meetings for the other smaller events, mainly evenings. AC also confirmed we would not host hybrid events as it will hinder the in-person attendance figures.

Work with the BSW training hub has restarted, the Training Hub have been in support for our multidisciplinary events, paying us directly for nurse attendance fees. Collaboration with the private hospitals, Sulis and Bath Clinic (now Circle Health Group), has been reinstated after a break from meetings during covid, and we have regular meetings planned starting this autumn.

Our new website was launched in early September, the costs have been budgeted for in previous years but due to the low cost of the rebuild (thanks to AC's connections), the costs will likely be absorbed in the general funds at year end instead. Ongoing annual maintenance fees etc. will also be reduced compared to our previous supplier.

The new contract for HEE payments for the ST membership changed again this year, where HEE will pay BGPERT in three instalments throughout the year. AC has signed a contract to this effect, the contract has no penalty and is purely to protect HEE when making significant payments to EPO's and formalise the agreement. AC and the team continue to collect evidence of ST attendance for use when applying for funding for next year's trainee membership to show core subjects are covered.

5. Financial reports

OB provided a report on the accounts for 21/22. The report summarised the end of year figures, which were also circulated in advance of the meeting.

Following another unpredictable year, OB and the team have kept a close eye on finances throughout and despite the challenges with a mix of virtual and face to face events affecting sponsorship, the last financial year ended in a good position, with a small surplus at year end and reserves remain untouched.

The accounts for 2021/2022 were **APPROVED**.

OB/TR

OB reported that the current position for 22/23 is looking healthy with no concerns. Following a trial to change sponsorship of the multidisciplinary flagship meetings (Diabetes and Respiratory days), BGPert have managed to secure larger incomes for these meetings, creating a buffer for some of the less profitable meetings throughout the year. The team remain vigilant on reducing expenditure where possible. OB concluded that there are no concerns for the current financial year.

6. BGPert Membership

Membership fees incurred a small increase of £20 for the first time in nine years for the 22/23 membership year.

We propose to keep the membership fees in status quo for 23/24, but will review our ongoing financial situation and keep you apprised of any factors that might require revision of this position for future years.

The members and trustees **CONFIRMED** the proposed membership fees for April 2023.

OB/TR

7. Confirmation of Officers & Trustees

It was **CONFIRMED** the current Trustees, Programme Director and Treasurer are willing to continue.

8. Date of Next meeting

To be confirmed in the spring when planning the 2023 autumn programme.

AC

JW thanked the team for their continued hard work.

There being no other business, the AGM finished at 7.25pm.

Signed: Date: