



PMG Annual General Meeting 2024

21 OCTOBER 2024

Via TEAMS

MINUTES

Chair: Nathan Robson (NR) and **Treasurer:** Pam Harper (PH)

Minutes: PMG Manager - Lisa Thompson (LT)

(Members: 44 in total. Quorum: "the quorum for general meetings shall be the greater of 1% or 25 members". Therefore, the meeting was quorate.)

1. Apologies for absence received from Peter Lane and Marlize MacCutchan.

2. Minutes from PMG AGM 2023: There were no matters arising.

Bicky Ho proposed acceptance of the 2023 Minutes as being an accurate record, seconded by Rebecca Oakes. Minutes approved.

3. Trustees' Review – NR

Changes of personnel in 2024

i. Executive Committee

- a. Helen Critten Rourke retired from Executive Committee and the CEC Committee in March 2024.
- b. Bicky Ho was appointed Chair of CEC and also joined the Executive Committee.
- c. Rebecca (Bex) Oakes was appointed to join the Executive Committee.

NR recommended the appointment of Bicky Ho and Rebecca Oakes as trustees of PMG be approved by members:

- Bicky Ho – proposed by Ben Lee, seconded by Samantha Taylor
- Rebecca Oakes – proposed by Mark Bowtell and seconded by Joanna Cavill.

ii. Conference, education and Communication Committee

In Autumn 2024 the Executive Committee approved the following people to join CEC, which brings the number of committee members back to 12:

- a) Magdalena Fajer-Nowicka, Highly Specialist Wheelchair Physiotherapist, Essex Partnership University NHS Foundation Trust
- b) Eva Harris, Tissue Viability Nurse Specialist, Swindon Community Services
- c) Sabrina Robinson, Highly Specialist Physiotherapist, Oxford Centre for Enablement, Specialist Disability Service

Activities

- i. The annual conference and exhibition continues to be the main activity of PMG. PMG2024 took place in July 2024 and was financially successful and generally well-received by delegates. Suggestions for improvements received in the feedback are being discussed by the CEC Committee and will be raised at the upcoming Strategy Meeting.
- ii. A PMG Strategy Meeting is taking place in November to formulate a plan for the next few years, which will include when and how PMG can achieve things, such as the update of BPGs (see next item).
- iii. BPGs
 - a. Stability Testing – a group is working on this topic, and are aiming to have a draft ready for the next conference.
 - b. BPG1 – an update is required to this document, particularly as this is the guidance referred to by Government.
 - c. Eye gaze driving - another group (organised by Zoe Clarke, Lead Healthcare Scientist, Barnsley Hospital) are interested in this topic.

4. Treasurer's report – PH

- i. The 2023 Annual Accounts have been approved by the Executive Committee and lodged with the Charity Commission.
- ii. Reserves were low at the beginning of 2023, but a successful Conference in 2023 meant that reserves had increased by £38k by the end of the year.
- iii. The forthcoming Strategy Meeting will investigate other sources of income.
- iv. During 2023 PMG's main savings account was closed by the bank due to PMG as a CIO not meeting their charity account criteria. The money was moved to the current account and a second savings account.

Rebecca (Bex Oakes) proposed acceptance of the 2023 Annual Report and Financial Statement. Ben Lee seconded.

5. Date of next meeting

Date in October 2025 to be confirmed.

With thanks to Ben Lee for organising the Teams hosting for the AGM and webinar.