

POSTURE & MOBILITY GROUP (PMG)

MINUTES OF ANNUAL GENERAL MEETING (AGM) 2015

UNIVERSITY OF LEEDS

July 15th 2015

Chair: Clare Canale (CC)

Vice-chair: Richard Earl (RE)

Honorary Treasurer: Pamela Harper (PH)

Minutes: Olwen Ellis (OE), PMG Manager

1. Minutes of the PMG Annual General Meeting (AGM) 2014

Linda Marks proposed that the minutes of AGM 2014 be accepted; seconded by David Calder. Those present approved the minutes as a true record, and there were no matters arising.

2. Treasurer's report

i) PH spoke to her report adding that the 2014 accounts of PMG were available for members to view on the website:

- Financially successful National Training Event in 2014
- Negotiations to establish the new account for PMG reserves continued throughout most of 2014. These are now concluded - account opened with Santander
- Becoming a CIO has made no difference to the day to day running of the PMG finances
- At the request of the Office of the Scottish Charity Regulator (OSCR), and in the interest of greater transparency, PMG will publish the Annual Report of Accounts on PMG website with a link to the OSCR site
- PH stated that the trustees' role is not to accumulate money, rather to use the resources of PMG effectively to further the aims of the group. Significant reserves are however required in order to meet large advance commitments
- In addition, the PMG website is shortly to be upgraded to produce an even more useful resource for members
- The trustees' aim will continue to be to use the finances wisely and help make PMG function even better

ii) James Hollington (JH) enquired why salaries are described on the PMG accounts as not having been paid. PH explained that this was an anomaly that had been repeated from previous years' accounts because PMG does not run its own payroll. Agreed that this should now be raised with the accountants. JH proposed that the accounts be accepted on condition that this anomaly be clarified. Helen Critten-Rourke seconded and the meeting approved the 2014 accounts on this basis.

3. Chair's report

i) CC announced that she was entering the final year of her second term as PMG chair and that the trustees had appointed Diane Hargrove (DH) as her successor. DH now shadowing CC and would continue to do so up to the AGM of 2016, when she will take over the role of PMG chair. The meeting unanimously endorsed the appointment.

ii) Krys Jarvis asked for clarification of co-option onto PMG sub-committees, and JH commented that committee membership generally may need clearly defined processes. With PMG becoming a charitable incorporated organisation (CIO) CC will be working on this over the next year, adhering to the charity commission guidelines.

iii) Peter Rowell proposed that the meeting accept the chair's report, with Dave Long seconding. All agreed.

4. Any other business

PH reported that she had created an archive for the Scottish Seating & Wheelchair Group and Scottish Posture & Mobility Network, and this was now held in the National Archive of Scotland. She put out a request for more material which she could add to the archive.

5. Date and venue of next AGM:

20th July 2016 at the International Convention Centre, Birmingham

Clare Canale

Chair, Posture & Mobility Group