

**Minutes of the 14<sup>th</sup> Annual General Meeting of the  
British Association for Sexual Health and HIV (BASHH)**

**Held at the Royal Society of Medicine, London**

**Friday 13 January 2017**

The President, Dr Elizabeth Carlin, was in the Chair and the meeting commenced at 17.35pm.

Fifty four members attended the meeting, which was therefore quorate.

**1. Apologies for absence were received from:**

Dr Michael Waugh  
Mrs Kate Day

**2. Minutes of the Annual General Meeting held on 8 January 2016**

The minutes of the thirteenth AGM held on 8 January 2016, had been circulated to the membership and were accepted as an accurate record. Proposed by Dr Jan Clarke and seconded by Professor Jonathan Ross and approved by the meeting with no abstentions or votes against. The approved minutes will be posted on the BASHH website.

**3. Statement by the General Secretary**

The General Secretary, Dr Elizabeth Foley gave an overview of the BASHH activities over the past year. The services offered by KSAM are regularly reviewed and meet the service standards set by BASHH.

Dr Foley noted that there has been a 5% reduction in membership in the last year to 917 with the majority of losses due to retirement and maternity leave. Approximately the same number of people apply for membership each year and there has been an increase in non-medical membership in the past year.

The membership application process has been simplified, with a trial for 6 months of no sponsor being required for applications, although they will still be checked by the General Secretary prior to ratification by the Board. She asked that members' review their membership details on the website and update any errors. BASHH are looking at added value for members and ways of increasing non-medical membership. Dr Foley reported that there was a reduced cost for non-medical members to attend the annual BASHH conference last year and BASHH welcome further suggestions for membership benefits.

An exit survey is sent to all members who leave BASHH and the responses are reviewed.

**4. Statement by the Treasurer**

The Honorary Treasurer, Dr Raj Patel, made a brief statement highlighting key features in the accounts and noted that the full report was available on the BASHH website.

Income for the year rose by £16K to £793K and expenditure rose by £68K to £826K with expenditure exceeding income by £32K. The investment portfolio added £44K to the balance sheet, which gave a year-end balance of £12K.

The total funds are £1,729 524.00 which gives a reserve of two years to fund the Association, should all income streams fail to deliver any income.

The BASHH Board made a decision to spend more reserves to fund core activities and provide support to the Clinical Governance Committee (CGC), Public Panel and Special Interest Groups. Dr Patel noted that expenditure is likely to outstrip income in 2016-17.

The risks to the Association are failure of the investment portfolio, costs of the conference/joint meetings and the cost of managing the organisation by Kingston Smith Association Management (KSAM). Pursuing debts to recoup income for BASHH is a problem

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and needs to be controlled. Online registration for events, where payment is taken at registration, has helped but sponsorship payments can still be problematic. The sponsorship invoice form has been updated to include purchase order number or proof of sponsor details which will help in case the debt has to be chased. He stated that if the information is not provided, the event organiser will become responsible for chasing any debt.

### 5. Membership Subscription for 2017/18

Dr Patel reported that the membership subscription has remained unchanged for 5 years and the subscription will be held for 2017/18, as set by the Board, but there could be a small increase the following year.

### 6. Resolutions

It was noted that the Chair held two proxy votes.

#### Resolution 1

To receive the audited accounts for the period 1 August 2015 to 31 July 2016 together with the trustees' and auditors' report. Proposed by Dr Immy Ahmed and seconded by Dr Jackie Sherrard and approved by the meeting with no abstentions or votes against.

#### Resolution 2

That Farrington & Co Ltd of 176 Franciscan Road, London SW17 8HH be re-appointed auditors of the Company, to hold office from the conclusion of this meeting until the conclusion of the next annual general meeting of the Company at which accounts are laid before the Company. Proposed by Professor Simon Barton and seconded by Dr Ben Goorney and approved by the meeting with no abstentions or votes against.

#### Resolution 3

That the board of trustees of the Company be authorised to determine the remuneration of the auditors of the Company. Proposed by Dr John McSorley and seconded by Dr Angela Robinson and approved by the meeting with no abstentions or votes against.

### 7. Retirements

Members are invited to note the retirement of the following trustees, with effect from the close of business of the meeting: Dr Daniel Richardson, Conference and Communications Secretary; Dr John McSorley, Fellow to the board of trustees; Dr Ben Goorney, Fellow to the board of trustees; Dr Anna Hartley, Doctors in Training representative to the board of trustees; Mrs Kate Day, Nurse representative to the board of trustees as trustees of the Company, which does not require the concurrence of the members at the Annual General Meeting.

Dr Foley thanked everyone for their hard work during their terms of office to the Board.

### 8. Appointment of elected trustees and Clinical Governance Group representatives

The results of the 2017 elections were presented by the General Secretary. Dr Foley reported that these had been conducted by the Electoral Reform Services (ERS) using a secure online voting website. There were 975 members eligible to vote, 269 voted which was 27.6% of membership.

There were four contested posts - Fellow to the Board, Doctors in Training representative to the Board, Nurse Representative to the Board and the Thames North West representative to the CGC. There was a tie for the post of Doctor in Training representative to the Board and therefore according to the byelaws the President drew lots at an extraordinary trustees' meeting held prior to the AGM.

The results of the ballot are listed below:

Board posts	Elected Candidate
Fellow to the Board	Dr John McSorley

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	Dr Kaveh Manavi
	Dr Cecilia Priestley
<b>Doctor in Training representative to the Board</b>	Dr Deborah Kirkham
<b>Nurse representative to the Board</b>	Mr Jodie Walker-Hayward
<b>Clinical Governance Committee (CGC)</b>	
Cheshire & Mersey	Dr Martyn Wood
Northern	Dr Oluseyi Hotonu
North West	Dr Matthew Phillips
South West	Dr Indrajith Karunaratne
Thames North East	Dr Sharmin Obeyesekera
Thames North West	Dr John McSorley
Thames South East	Dr Rajesh Hembrom
Thames South West	Dr Shalini Andrews
Wales	Dr Rachel Drayton
Wessex	Dr Leela Sanmani - co-opted
West Midlands	Dr Claire Robertson
SAS Representative to the CGC	Dr Kajal Verma
Nurse Representative to the CGC	Ms Katrina West
Health Adviser Representative to the CGC	Mr Martin Murchie

These appointments will take effect from the end of the AGM, to hold office until the second succeeding AGM following this meeting.

The CGC posts for East Anglia, Trent and Yorkshire remain vacant and Dr Foley said she would welcome suggestions for suitable members to fill these posts.

Dr Daniel Richardson has agreed to continue as Conference organiser and he will be Assistant Secretary with a remit for Conference and Communications but he will not be a BASHH director or trustee.

### 9. Award of Outstanding Achievement award

The General Secretary noted that this award is made every two years and is awarded to someone who has made an outstanding contribution to the work of BASHH, or to the field of sexual health. This has been awarded to Dr Jackie Sherrard and she will be presented with the award during the Gala Dinner at the Annual Conference 2017 in Belfast.

### 10. Award of Honorary Life Fellowship

The General Secretary announced that the Board had awarded an Honorary Life Fellowship to Mr Peter Greenhouse, who will be presented with his medal later in the year at a scientific meeting. This award is made for exceptional service to the speciality.

### 11. Any Other Business

Ms Karin O'Sullivan queried why it took 4 months for her BASHH membership to be approved and Dr Foley agreed to look into this query.

### 12. Closing Statement by the President

Dr Carlin, stated that BASHH has had a very successful year and has delivered on its charitable objectives. She thanked all who had contributed to this.

There have been a wide range of educational events including scientific meetings, conference and joint meetings as well as continued support for STI and HIV education throughout the year. In addition, clinical governance and safety would be improved by the Standards for the

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Management of STIs in Outreach Settings, which had been produced in partnership with voluntary sector organisations, professional associations and public health bodies.

She recommended that members look at the BASHH Annual Review for details of the extensive activities that had taken place in the branches/regions and SIGs.

BASHH has responded to consultations and given evidence at government inquiries and consultations, which have included the Health Committee inquiry into Public Health post-2013 and the All Party Parliamentary Group (APPG) on HIV & AIDS inquiry into the impact of the Health and Social Care Act.

There has continued to be widespread activity on tendering and commissioning across England and BASHH has contributed to the London Sexual Health Transformation (LSHT) programme via the Clinical Advisory Group where it has championed the need for appropriate standards and specifications.

BASHH have undertaken a successful collaborative campaign to retain quadrivalent HPV vaccine for the girls' vaccination programme and they have been involved in the HPV pilot for MSM in selected clinics.

The Association continues to have strong partnerships with the professional and third sector organisations.

Dr Carlin highlighted the work of the media group who have had a particularly high level of activity and have provided accurate, engaging and timely information for the public and to guide those with influence.

She spoke about the importance of recognising achievement and the new award that BASHH had introduced - the Outstanding Contribution Award.

Going forward the Association will continue to deliver its charitable objectives, support members, deliver an active education programme, provide national representation and respond to relevant public consultations. The BASHH social media programme will be extended and the organisation will continue to engage with the public.

2016 is the centenary of the Public Health (Venereal Diseases) Regulations and 2017 is the anniversary of the Venereal Disease Act. A new BASHH logo has been designed to celebrate the centenaries and a series of celebration events and activities will be held in the forthcoming year. She asked members to keep an eye on the BASHH website and newsletter for details of these.

Dr Carlin concluded by saying that BASHH is a successful and vibrant organisation that has promoted excellence in sexual health and HIV care, delivered high quality education, sought to influence national decision makers to improve public health and worked for the benefit of the public.

She thanked everyone who had contributed to the work of the Association for their time, commitment and enthusiasm.

The meeting closed at 18.10pm.