



**Minutes of the Extraordinary General Meeting of the  
British Association for Sexual Health and HIV (BASHH)**

**Held Face to Face and via Zoom Video Communications  
Friday 18<sup>th</sup> March 2022**

**Apologies:** Dr David Phillips.

The Vice President, Dr Kaveh Manavi, was in the Chair and the meeting commenced at 16:45. Dr Manavi opened the meeting by explaining that this Extraordinary General Meeting had been called for Members to consider and, if thought fit, pass resolution 3 as an ordinary resolution. In this notice, references to “trustees” are references to directors of the Company.

**Audit summary by the Treasurer**

Professor Matt Phillips thanked the previous BASHH Treasurer, Dr Kaveh Manavi for a full and concise handover of BASHH finances and excellent leadership. Professor Phillips presented slides to BASHH members showing that BASHH reported a net surplus of £261,372, with total funds carried forward from 31<sup>st</sup> July 2021 was £1,944,840. Professor Phillips explained that this figure showed an increase from £1.6 million to £1.9 million, which was primarily due to investments rather than income. BASHH generated a surplus of approximately £3,000 surplus within the last financial year, with only £2,000 surplus the year before. Professor Phillips expressed that in order to maintain this tight balance, BASHH must continue to increase membership and balance meetings to ensure that financial reserves are not depleted.

Professor Phillips noted that the financial audit had been delayed due to the changeover in Secretariat, which meant that many historic items had to be revisited, and new processes put in place for the audit. In addition, Professor Phillips brought members’ attention to a VAT complication which arose when BASHH incorrectly charged VAT for STI Foundation courses. BASHH has commissioned a VAT specialist from Sayer Vincent to assist with the ongoing review with HMRC. Professor Phillips reiterated that as this review with HMRC is ongoing, BASHH is unable to declare the impact of this on financial reports, the outcome may result in a refund, or BASHH could owe money to HMRC.

Professor Phillips demonstrated a breakdown of BASHH expenditure, with Educational meetings as the largest expense at £226,363, £166,208 on Secretariat fees, £41,736 on Journals costs. Committee and travel costs had decreased with the introduction of virtual meetings during the pandemic.

Plans for acquisition over the next financial year include the established strategy of building BASHH membership and conference registration, as the main sources of income. Professor Phillips expressed that funds will be dispersed for a social media strategy for BASHH. Funding will also be allocated for each Branch to cover CPD registration. In addition, to ensure better stewardship of accounts, a Chair’s Handbook will be developed, detailing the process for Special Interest Groups (SIGs) and Clinical Governance Committee (CGC) Branch Chairs to access BASHH central funds.

Professor Phillips disclosed that BASHH holds three current accounts: two with Lloyds and one with Virgin Money. Each account is only insured to the value of £85,000. To have more than one account with one banking group with balances over the insured amount is not recommended, therefore, the Terms and Conditions are currently being reviewed to move some funds from one of the Lloyds accounts.



Professor Phillips reassured members that details on the VAT review and banking would be made available as soon as possible, and proposed that the membership accepts the following resolution:

**Resolution 3** (Resolutions 1 and 2 passed on 7th January 2022 at the AGM)

To receive the audited accounts for the period 1 August 2020 to 31 July 2021 together with the trustees' and auditors' reports.

The proposer was Dr Kaveh Manavi, with Dr Jackie Sherrard as the seconder, the resolution was approved with no abstentions, and no objections raised.

Eighty-three members attended the meeting, which was therefore quorate.

**Apologies**

Nil received.

**Resolutions**

It was noted that the Chair held no proxy votes.

Professor Matt Phillips thanked members for their time and closed the meeting at 16:55.