

Minutes of the Annual General Meeting  
of  
The Society for Research into Hydrocephalus and Spina Bifida (SRHSB)  
Held in  
Bristol  
On 28th June 2018 at 5pm

1. The president welcomed all to the Annual General Meeting

Present: Some 19 members attended (as per sederunt book) A VC link enabled the President Pat McAllister to join the meeting from St. Louis, USA

Apologies were noted.

2. Minutes of the previous meeting held in St Louis on 22<sup>nd</sup> June 2017 were approved on motion by Hazel Jones and seconded by Ann Wing
3. Matters Arising: A Wing - Constitution
4. AOCB – None
5. Pat McAllister handed the meeting over to President Elect, John Pickard

6. **Presidents Report**

The president Pat McAllister advised that his report would be included in the next newsletter. Pat informed of how grateful he was to have been President of the Society for the last three years. Pat has been with the society for 35 years and feels very privileged. Pat felt the smooth running of the executive was due to everyone involved and gave special thanks to Andy Wynd and Carolyn Harris for all their hard work.

7. **Honorary Secretary Report**

**Proposed Revised Constitution Consultation**

Andy Wynd referred to the draft revised constitution paper that was sent to everyone prior to the meeting. (feedback from the meeting suggested that some members had not received the full set of papers (this will be taken up and investigated after the meeting. It was confirmed that a draft constitution and explanatory notes had been circulated and that there had been some initial confusion as to when a decision would be taken regarding the revision. Circulation was intended enable members to have a full consultation period prior to the Executive presentation a recommendation at the AGM in 2019. The consultation period for members was confirmed as concluding on 31<sup>st</sup> August 2018 in order to allow the Executive to draft a final version.

**GDPR Impact**

Andy advised of recent changes to the Data Protection legislation to which all organisation need to comply. The GDPR (General Data Protection Regulations will have an impact on how the data stores and uses members data. He reassured members that the Executive had begun the process of compliance.

## **8. Honorary Treasurer's Report**

Ian Pople confirmed that there is £58,000 in the current account which includes £33,000 from the reserve account. £2,000 in PayPal from dues.

Ian advised the auditors were processing the accounts data at present. Ian advised that the executive had enquired about using the same accountants as SBH Scotland, however they are marginally more expensive.

A member requested a report with the breakdown of the budget for the St Louis meeting. Ian advised that a float of £15,800 was given, which was half of the float. Due to the reduced numbers in attendance a refund of £2,950 was given and therefore lost around £13,000. Ian advised that the cost of travel to St Louis meant that members were unable to attend.

Full charity accounts will be published on the website.

Andy Wynd advised that even though the society only has a low turnover (excluding Conference) of £2,000-£3,000 and independent examiners report is still required. Andy advised that if the turnover is £25,000 or more, then a full set of audited accounts is needed.

A member enquired as to whether it was an issue having such a large reserve. Andy Wynd advised that the general view of the charity commission is that they don't like to see a large reserve, however it is dependent on income generation. Andy advised that the Independent report will consider whether or not the charity is "a going concern" to ensure the society has the reserves to continue at the current anticipated annual expenditure for the next full year. Andy advised that if the annual conference was included into the accounts then it would take the turnover over £25,000 and therefore a full audit would be required.

## **9. Membership Secretary Report**

No report available

## **10. Webmaster Report**

No report available

John Pickard informed the meeting that Carolyn Harris has spent a great deal of time on the website however more work is needed to make the website more functional, especially as it is the public face of the society.

## **11. Folic Acid Spokesperson Report**

Both Shine and SBH Scotland are very active in this area and now each have a representative on the All Party Parliamentary Group (APPG).

Andy Wynd advised that Scottish Government have approved, in principal, the mandatory fortification of flour with Folic Acid. Food Standards Scotland advised on implementation and concluded that a UK wide approach would be the most efficient route acknowledging

Flour Millers concerns of small batching for regions within the UK. The UK government are currently resistant to commit to fortification, hence the need to lobby to encourage action.

## **12. Executive Committee Nominations**

No additional nominations were received from members either prior to or during the meeting.

Proposed to continue to serve.

Andy Wynd, Honorary Secretary

Ian Pople, Honorary Treasurer

Dave Nash, Membership Secretary

Carolyn Harris, Web Master

Jaleel Miyan, Folic Acid Spokesperson

Doug Cochrane

Leandro Castaneyra Ruiz

New Nominations:

John Pickard, President

Antonio Jimenez, Publications Secretary

Pat McAllister, North American Correspondent

Joe Glazier, Ordinary Member. ( Joe was Co-opted last year)

A question was raised regarding terms of office of existing Executive Committee. Andy Wynd advised that Pat McAllister had provided him with a Master Register which shows who has held which position for the last 3-4 years. In the absence of any other data, was used as a baseline. All existing and proposed Executive members complied with this register and with the current constitution rules.

After further questions were answered members unanimously agreed the recommendations.

## **13. 2019 Conference Arrangements**

Agustin Castaneyra-Perdonez (Spain) discussed the arrangements for the 2019 Conference in Tenerife and identified the preliminary programme. The conference is likely to take place between the 26<sup>th</sup> and 29<sup>th</sup> June 2019.

**14. Closure:** There being no further business the meeting was closed