



# Draft Minutes

## Faculty of Pre-Hospital Care Annual General Meeting 2018

Held on 16 November 2018 at 17:05 hours  
at The Royal College of Surgeons of Edinburgh (Quincentenary Hall)

**Present:** David Lockey (DL), John Hall (JH), Richard Steyn (RS), Phil Hyde, Myles Gibson, Caroline Leech, Jon Barratt, Andy Smith, Duncan Tripp, Andrew Patton, Kate Sharpe, Rebecca Isles, Alex Cross, Anne Weaver, Steve Rowe, Nace Ledinek, Pam Hardy, David Whitmore, Martin Esposito, Angus Mitchell, Alison Walker, Lauren Weekes, Paul Gates, Tony Kemp, Andrew Poutney, Michael Hugues, Theo Weston, George Vaughan.  
FPHC Office: Beth Stevenson, Lucy Graves, Mariko Dardel-Jessop, Claire Magras

**Apologies:** Mark Turner

No.	Item
1.	<b>Apologies</b>
2.	<b>Minutes of Previous Meeting – 6 October 2017</b> Approved – seconded by Phil Hyde
3.	<b>Annual Report</b>
4.	<b>Office Bearers Reports</b>
4.1	<b>Chairman’s Report</b> Report tabled – available online on FPHC website. Presented verbally by DL.
4.2	<b>Honorary Secretary’s Report</b> Report tabled – available online on FPHC website. Presented verbally by JH.  Strategic priorities for the next few years will be sent out to members at the beginning of 2019. New membership benefit: access to PHEMnet should be offered next year, in addition to the existing online Core Manual.
4.3	<b>Honorary Treasurer’s Report</b> Report tabled – available online on FPHC website. Presented verbally by RS.  Error in the Annual report submitted online: the projected expenditure should read £460,644.
5.	<b>FPHC Committees and Groups Reports</b> The reports are all available online on the FPHC website. No question was raised by the members.
5.1	<b>Pre-Hospital Care Examinations Committee</b>
5.2	<b>Training and Standards Committee</b>
5.3	<b>Clinical Standards Committee</b>
5.4	<b>Paramedic and Nursing Group</b>
5.5	<b>Regional Representatives Group</b>

	<b>5.6</b>	<b>Conference and Events Group</b>
	<b>5.7</b>	<b>Pre-Hospital Emergency Medicine Trainees' Association (PHEMTA) Group</b>
	<b>5.8</b>	<b>Student and Junior Doctors Group</b>
	<b>5.9</b>	<b>International Developments</b>
	<b>5.10</b>	<b>Non-Health Care Professionals Group</b>
	<b>5.11</b>	<b>Postgraduate Programmes</b>
<b>6.</b>	<b>Membership Structure</b>	
	This item was covered in the Honorary Secretary's annual report.	
<b>7.</b>	<b>Executive Officers</b>	
	DL: there should be no movement within the Executives before the next AGM. The Honorary Secretary will stay in post until a successor has been identified. We are revising the job description at the moment and we will try and make it more straightforward and less burdensome.	
<b>8.</b>	<b>Any Other Business – to be notified at the start of the meeting</b>	
	Nothing notified before the meeting.	
<b>9.</b>	<b>Dates of Next Meetings - AGM 2019</b>	
	The date for the next AGM will be communicated in the next year.	