



**MINUTES OF THE ANNUAL GENERAL MEETING OF THE
SOMERSET GP EDUCATION TRUST**

**HELD ON
WEDNESDAY 7 January 2015
AT THE LMC OFFICE, CROWN MEDICAL CENTRE, TAUNTON**

1 Welcome

Apologies were received from Dr Tony Wright (Chairman). Drs Andy Eaton, Steve Holmes, Ulrike Naumann and Mrs Doreen Burnell.

In the Chairman's absence Dr Martyn Hughes (Vice Chairman) chaired the meeting (MH)

2 Executive Committee Membership and Elections for Committee

The Secretary (HY) took the chair for this item. In the absence of any other nominations, he proposed that the existing Executive Committee be re-elected *en bloc* to serve for the next three years. This proposal was accepted unanimously and the Executive Committee was duly re-elected.

Nominations were then sought for the Officer posts, and as all the existing officers were prepared to stand for re-election, in the absence of any other candidates all were unanimously re-elected to serve for the next year. MH then resumed the chair for the rest of the meeting

3 Continuing relationship with Somerset LMC

MH expressed that the success of the Education Trust lies with the continuing support of Somerset LMC and owes a great debt to LMC for the day to day running. There are challenges ahead and if Somerset LMC are concerned or need to develop in other ways the Education Trust will work together to ensure continued success.

4 Membership numbers for 2014/15 and membership subscription for 2015/16

Membership of the Trust has continued to be maintained and currently stands at 472, including 90 GP Specialist Trainees with 62 practices having full membership.

It was discussed and agreed the due to the increase in costs, educational sessions available and the increase in practice nurses educational sessions that membership would be increased to £150.00 annual membership.

5 Mentoring

HY discussed the question if SGPET would be able to provide funding and capacity to run a mentoring programme. Discussion followed on the RCGP mentor programme for GPs in their first 2 years which is not used widely in Somerset. Who would the target be, would individuals commit to mentorship scheme, how much would be charged, paid to mentor and how to recruit mentors. Attendees were in agreement that it would be good to follow up.

Action: HY to send out questionnaire to members to consider demand and Dr



Hilary Allen to discuss at Appraisers meeting in January.

- 6 **Scope of work – GPs, Practice Nurses, Practice Managers**
MH recognised the Education Trust covers a large area, has locality evening meetings, two x four day GP Updates, website and the new podcast which helps Somerset Practices in education for individual learning styles, locality and status.
- 7 **Relationship with Severn Deanery and other GP Education Trusts**
MH confirmed that the Severn Deanery is responsible in supporting the GPST's and pays the Education Trust a top slice of the training budget. The Somerset GP Educators are also involved with the Deanery and attend various meetings and working collaboratively with Bristol Education and Avon LMC for an Urgent/Acute Care update. It was recognised that the Education Trust to run three full study days specifically aimed at GPST3s and whether the funding was sufficient.
Action: MH to check with Dr Steve Holmes regarding funding.
- 8 **Year end 2013/14 accounts and draft budget for 2015/2016**
The year-end accounts had been agreed and accepted and are available on the SGPET website. Jill Hellens, Treasurer discussed the draft budget for the coming financial year which showed a further projected loss for the Trust of approximately £7k if the funds remained the same it is anticipated that the increase in the membership fee will counteract this if the total membership remains the same.
- 9 **IT information, website**
There will be a new website from the beginning of February and a new booking system to be introduced from April.
- 10 **Date of the next AGM**
Wednesday 6th January 2016.
- 11 **Date of next SGPET Meeting**
7 January 2015
18 March 2015
- 12 **A.O.B**
The meeting made a vote of thanks to the LMC staff for their help during the year.

Attended:

Dr Hilary Allen, GP Educator
Erica Baily, Administrator
Dr Elisabeth Gillies, GP Educator
Jill Hellens, Treasurer
Dr Tim Horlock, GP Educator
Dr Martyn Hughes, Vice Chairman
Dr Harry Yoxall, Secretary