

# Scottish Posture and Mobility Network

## Annual General Meeting

**Date:** 28<sup>th</sup> November 2007

**Venue:** West Park Conference Centre, Dundee.

Chairperson, Catherine Mathieson (CM) welcomed everyone to the meeting.

**1. Apologies for absence:** Rob Farley, Moira Dewar, Jan Morton, Kenneth Munro.

Attendees – see Appendix 1

**2. Minutes of previous meeting:** proposed by Luke Meighan and seconded by Jenny

Hooper-Roe

**3. Matters arising from previous minutes:**

No matters brought forward.

## **4. Chairperson's report:**

CM extended a huge thank you to all the committee members who continue to work very hard keeping SPMN going and organising events. Adding that without their commitment and hard work on top of very busy jobs, it would not happen.

Special thanks to Kenneth Munro who has as ever played a crucial role in making today's event happen, to Luke Meighan who continues to do a sterling job with our website, and also to Pam Harper for her continued efforts as treasurer.

CM reminded the meeting of our very successful day in Perth in February. The theme of the day being on product selection and development highlighting clinician and company partnerships. She reported very positive feedback from this event which included hands-on workshops for the afternoon sessions. This has prompted a discussion within the committee to run more training / study days independently of our Major meetings.

CM informed the meeting that SPMN is maintaining its links with PMG down south. We have an agreement to attend each other's committee meetings whenever possible. I managed to attend one in July and Dave Long, their chairman hopes come up to Scotland for our next meeting. PMG are organising another International Event which will take place in Glasgow in 2010. SPMN are invited to participate in this event as we did as SSWG last time. Luke Meighan will be SPMN's link person for this.

Finally, CM thanked the SPMN members for their attendance today and urged them to maintain their memberships and encourage other colleagues to join. She also reminded them of the existence of the Professional Development Fund and encouraged members to take advantage of it.

## **5. Trustees/Treasurer's report:**

Balance statement – Appendix 2

We are now putting 20% of the surplus from each of our clinical meetings into the Professional Development Fund.

We also in the year received our share of the surplus from the International Conference of which we were a co-organiser.

The use to which this money will be put is currently under discussion.

There were 2 awards from the Professional Development Fund in the year.

Dr Robert Farley-a clinical bioengineer- received £570.82 to purchase a 3D electromagnetic transmitter to measure the static assessment of clients in a supine position and score this as an outcome measure.

Dr Breda Cullen-a psychologist-received £200 as a contribution to the cost of attending the joint meeting of the Society for Research in Rehabilitation and the British Society of Rehabilitation Medicine in London at which she presented a poster entitled ' Psychological Predictors of Functional Use of Powered Wheelchairs'

The expenses on postage and stationary reflect the fact that 2 mailings regarding membership renewals for 2006 and 2007 are included in this year's accounts.

There were expenses associated with the cancellation of the December 2006 meeting.

Membership income is reasonable but we are always happy to welcome more members.

The more members who sign up for Gift Aid, the more income from this we will receive.

### Trustee Remuneration and Expenses.

The Trustees received remuneration of £309.34 to re-imburse them for expenses incurred when attending Committee meetings.

### Reserves

As a result of the surplus of £2642.12 the Network held funds of £13,983.23.

These will be used to continue our educational activities. This will be both by support of individuals through the Professional Development Fund and by using resources from the General Fund to organise and run educational events at the lowest practicable cost.

## **6. Appointment of Independent Examiner:**

Our current examiner Mrs Patricia Gibb is happy to continue in this role.

## **7. Membership Fee:**

There is to be no increase in membership fee so it remains at £7

## **8. Committee membership:**

The committee currently has no vacancies. Co-opted members could be proposed – no nominations were received.

## **9. Report from sub group:**

The Postural Management subgroup has continued to meet since our AGM in February this year. The group continues to expand and a number of new members have joined us since then. Growing numbers are welcomed as it provides a larger forum for sharing knowledge and expertise. Together we can contribute to developments in this specialist field.

We all have huge demands on our time at work, and keeping in mind the geographical area that SPMN membership represents, the group has tried to address this by encouraging members to contribute in whatever way is possible. You don't have to be able to attend meetings to contribute.

In my last report, you may recall that Team A, which was looking at Best Practice and a piece of work referred to as the Top Down Model, had completed it's work and that this was about to be put into pdf format to go on to the SPMN website. If you have looked on the web-site recently, you will have been able to view this piece of work. For my own part, I can confirm that in Fife, we are including this in our mainstream assessment and intervention process.

Team B has continued to work on the development of an Outcome Measure Tool. Since the last AGM, we decided to develop this in two stages. The first stage of this is now ready to be piloted and will be circulated to members / posted on the web-site. We would ask members to look at this, try it out and give us some feedback. The feedback from this pilot will help us to finalise the Outcome Measure Tool, the second stage will be about variances. The development of a Clinical Risk Assessment Tool will be next on the agenda. We felt it was important to approach the work in manageable chunks.

Although Team C, which looked at Carer/patient training has disbanded, the report on the outcome of this work will be completed and placed on the SPMN web-site as soon as possible. This is one of those times when we have to acknowledge that work commitments can often influence the time we have available time to contribute to other developments. This will remain on the agenda until we have been able to complete this report. However, there is no doubt that already, for those of us who were involved in this team, the knowledge gained is being used in our day to day practice. You will hear this afternoon about the Carers Training initiative in Fife which SPMN have supported. This training initiative will be a focus for a future SPMN event.

Team D was more recently formed and given a remit to look at Professional Awareness and Training. So far the team has been gathering information on what training is already available. This information is to be put on the web-site. We have also developed a questionnaire to ask members about their particular training needs. This should be on the web-site within the next 2-3 weeks. We are hoping that

members will take the time to complete this. Details of who to return the completed forms to will be detailed.

Team E, another very new team is carrying out a review of equipment. Having met twice so far, we are very much starting to gather ideas and background information about products, literature and how to access information. The direction of this project is still under discussion.

Since our meeting in June last year attended by June Wylie, Professional Practice Development Officer with NHS QIS, we have been invited by NHS QIS to plan and organise a one day Children's Masterclass event on Postural Management. This is to run concurrently with three other Masterclass sessions focussing on other specialist fields. We now have a planning team established to take this forward. If you would like to contribute to the planning of this event in some way or other, please contact me as soon as possible. Suffice to say we are extremely excited to have been invited to do this.

The next full meeting of the Postural Management sub-group is on Thursday 17<sup>th</sup> January '08 at 10.30am in Lynebank Hospital, Dunfermline. If anyone is interested in joining us and contribute to one of the Teams, please contact either Joyce McDonald (08451 555555 Ext. 444822) or any member of the Committee or Sub Group. Names and contact details can be found on the web-site

Joyce McDonald  
Chairperson of sub group.

#### **10. AOCB:**

No business was raised therefore the meeting closed at 12.30pm.

Linda M Ovens  
Committee member.

## Appendix 1

### Attendees at AGM

Margaret Andrews	Kenneth Andrews	Alison Clark
Claire Burgess	Eileen Smith	Morag Rough
Sarah Hyde	Gillian Ferguson	Lisa Walker
Aileen McDaniel	Louise Howes	Geoff Bardsley
Eric Owen	Ailsa Taggart	Jenny Hooper-Roe
Mairi Forsyth	Janice Clark	Richard Rosser
Luke Meighan	Elaine Jackson	Marina Di Marco
Pam Apted	Pia Mungavin	Fiona Legge
Praveen Yarlghadda	Joy Blakeney	Elizabeth Duff
Karen Moore	Suzanne Reekie	Anne Milne

## Appendix 2

### **SCOTTISH POSTURE AND MOBILITY NETWORK**

SCO25294

STATEMENT OF BALANCES AS AT 31/03/07

	31/03/07	31/03/06
BANK AND CASH IN HAND		
OPENING BALANCES	11341.11	10875.72
SURPLUS FOR YEAR	2642.12	465.39
CLOSING BALANCES	13983.23	11341.11
RESERVES		
GENERAL FUND	12687.23	9652.90
PROFESSIONAL DEVELOPMENT FUND	1296.00	1688.21
CLOSING BALANCES	13983.23	11341.11

APPROVED BY THE TRUSTEES AND SIGNED ON THEIR BEHALF

P HARPER

DR PAM HARPER TREASURER

06/04/07

