

## **SCOTTISH POSTURE AND MOBILITY NETWORK**

### **Committee meeting number 4**

**Venue: Eastern general hospital, Edinburgh**

**Date: 07 December 2005 at 1.30pm**

**1.) Persons present:** Susan Gold; Catherine Mathieson; Alistair Murdoch (Chairperson); Kenneth Munro; Andrew Rose; Barend Ter Harr (guest PMG); Pam Harper; Rob Farley; Linda Ovens; Shona Kerr.

**2.) Apologies:** Libby Davies

Alistair extended a warm welcome to Barend who was attending on behalf of PMG. Alistair reinforced how essential it was to keep our links with PMG and that PMG feedback would be a standing item on future agendas. He highlighted that Shona Kerr should be notified in advance of the meeting so that items could be placed on the agenda.

**3.) Previous minutes:** These were adopted by Andrew Rose and seconded by Pam Harper.

### **4.) Matters arising:**

**4.1** Item 10.1 Secretarial support: Susan asked if secretarial support had been found. Despite following various leads, nobody has managed to find somebody. It was agreed that secretarial support was essential prior to events and a job description needs to be compiled so that we could go ahead and advertise. Rob will require a copy of the job description as soon as possible so this can be sent out to members. Shona to compile a job description for interview.

**Action: SK**

**4.2** Item 4.2 Scottish Charities: Pam reported that the constitution as it stands will now be recognised as a charity. Pam fed back meeting with OSCAR. The outcome of this is that if we do not register as a charity by April 2006, re registering will involve a far lengthier process. She highlighted that all SPMN members will have to be balloted regarding this. A hard copy of the Ballot paper needs to be sent to Rob for processing.

**Action: SK/RF**

### **5.) Correspondence:**

**5.1** A thank you card was received from Anne Haddow (speaker) at recent Seminar/study day, thanking the committee for inviting her along.

**5.2** Alistair reported that he had a discussion with Dave Long (chairperson, PMG) regarding our attendance at their committee meetings. Alistair highlighted that he hoped to attend their next meeting on 9<sup>th</sup> December 2005.

### **BUSINESS:**

**6.) 6.1** Update of membership: Pam stated that the current membership stands at 161 individual members and 3 corporate members. Alistair asked about ways of increasing membership. It was agreed that there needs to be more of an incentive for corporate

members to join the organisation. Ken stated and he would look into incentives and co-opted Libby into assisting him with proposals for next meeting. Action: KM/LD

**7.) 7.1 Finances:** Pam reported that there was £1,863.26 in the current account; £9,840.60 in the savings account and £1,681.41 in the ????????(SEE PAM) fund. The invoice for the seminar/study day from Dean Park amounted to £1,945. This still requires payment.

**7.2** Additional agenda item -feed back from Barend Ter Haar (PMG). The recent debriefing meeting in London (INSERT DATE) was attended by 675 members. The finances in relation to the conference held in Exeter earlier this year is as follows: Income = £3,000; Expenditure = £2,400; Net surplus = £64,000. The profits will be split accordingly SPMN (formerly SSWG) will receive 1/12; BSRM 3/12 and PMG 8/12.

**7.3** Barend stated that for the next conference the committee were keen to attract more delegates from abroad (only 20% were from the UK). This could be carried out via video link, therefore the conference could take place in more than one venue and in more than one country. There was suggestion that this could be carried out using a trail television link at the ?next conference and that the money required for this could be used from the profit of the last conference. This would be a total of 10% of the surpluce profit from each organisation. The pros and cons for this approach would be that there would be less travelling costs but there would a reduced opportunity to network.

**7.4** Alistair highlighted that the committee would agree in principal to the 10% but reinforced that this would be the maximum figure – there was a unanimous vote by the committee regarding this decision.

**7.5** Barend stated that the next international conference in the UK would be in approximately 2009 or 2010. The Nordic seating symposium will be running at the same time and there had been suggestions from PMG that there could be a television link between the two venues. He inquired if SPMN would wish to be included in the organisation of this event. There was agreement in principal by the committee members that we would be happy to be involved in the future organisation of this.

**7.6** Barend stated that he would send the financial figures from the conference to the so that this could be included in our minutes for general circulation.

**7.7** PMG update – Barend highlighted that the next PMG national training event will be held in Lytham St Annes in 2006. He reported on some of the events taking place within the programme and stated that this could be accessed fully via their website. The 2007 event will take place in Warwick. Finances – there has been £20,000 put aside for research and development. PMG have already received applications for this.

**8.) Postural management subgroup** – nothing to report

**9.) SCOTRET** – The next meeting will be held in Perth tomorrow and the only agenda item will be discussion regarding the Scottish wheelchair service review document.

**10.) Outcome of study day** - Rob discussed this using information collated from the evaluation forms. There were a number of useful comments that will assist in future organisation of the event.

**11.) Outcome of wheelchair service review document:**

**12.) Future events** – see evaluation sheets. Various ideas were discussed and Rob agreed to compile a ?call for papers summary for the committees perusal. It was agreed that in the first instance that the next event would be a one day event and that information would be sent out to members regarding ideas and a call for papers. This would all be sent out with the Ballot information. The ballot papers would need to be returned to the committee by ? 10<sup>th</sup> Feb 2006.

**Action: RF**

### **AOCB**

Alistair suggested that the committee meet alternately between Edinburgh and other sites (Glasgow, Perth/Dundee), therefore returning to Edinburgh every second meeting. This would be on a trial basis to see how this suited committee members.

**Date of next meeting:** 08 March 2006. This will be held in either Perth or Dundee (t.b.c) at 1.30pm.