



Scottish Posture and Mobility Network

Committee Meeting #8
Venue: Cramond Brig Hotel, Edinburgh
Date: Thursday 19th October 2006

MINUTES

1. Persons Present

Libby Davies (**LD**)
Susan Gold (**SG**)
Pam Harper (**PH**)
Catherine Matheson (**CM**)

Joyce McDonald (**JM**)
Luke Meighan (**LM**)
Kenneth Munro (**KM**)
Alistair Murdoch (**AM**)

2. No apologies

3. Previous minutes

Previous minutes were proposed and seconded as an accurate record of the previous meeting.

4. No matters arising from previous minutes

5. Update of membership (**PH**)

142 Ordinary members
4 Corporate members
104 Members not yet renewed membership

6. New committee members

Discussed that there is still a need for more members of the executive committee to replace members who have departed.

- KM will be retiring as BHTA representative by end 2007
- Replacement for secretary required
- SG has agreed to assist with events
- JM has agreed to join the executive
- SG reported that perhaps one or more of the new Bioengineers at Westmarc may be interested in being involved

7. Update of finances (**PH**)

Current Account = £321.78
Professional Development Fund = £1292.13
General Account = £13449.62
Gift Aid = £159.29

AM requested that PH look into changing the signee details from AM to CM with the bank etc.

Discussion as to what guidelines should be used to determine successful candidates and how much money should be awarded. No useful feedback from Olwen Ellis as PMG conducts this differently. Also queried whether companies may be interested in contributing to this fund.

ACTIONS: PH to present some suggested guidelines for discussion at next meeting and look into changing signee details with bank

8. Postural management subgroup update (JM)

The PM subgroup is still very active and there is an open invitation to anyone to attend its meetings. Current areas being looked at by the working groups are:

- Professional awareness and training
- Risk assessment and outcomes
- Review of equipment

JM reported that a report is being put together from a previous event which she will pass to LM to be added to the SPMN website. JM also reported that the PM clinic in Fife will be participating in a pilot study starting January 2007 that will involve the implementation of a training package developed by Susan Hill (Warwick University). This is being done in five centres across the UK (with Fife being the only centre in Scotland) and will involve the training of four tutors in each centre. JM reports that cost of this pilot roughly equates to £5000 per tutor (ie £20000 total) and currently that have achieved approx £14000 of this. JM enquired whether SPMN would be willing to assist with funds for this pilot. This committee agreed to contribute in some way and requested that JM present a proposal in writing to the committee.

**ACTIONS: JM to pass report to LM for additional to website
JM to present written funding proposal to committee for consideration**

9. Website update (LM)

Most of the website has been brought up to date and the SPMN charity number has been added to the bottom of every page, though LM is still needing to work on the PM subgroup section. LM was unable to produce a statistics report for this meeting but will have one ready for next meeting. PH requested that the membership application forms be checked as she recently received a cheque still addressed to SSWG.

ACTIONS: LM to continue with management of website and check membership applications forms

10. Outcome of study day (LD)

LD has compiled the feedback from the spring SPMN event and circulated for perusal by the committee. Also passed to LM for additional to the website.

ACTIONS: LM to add feedback to website

11. Forthcoming winter event (KM and LD)

The venue of the winter SPMN even has been confirmed as the Quality Hotel (Station Hotel) in Perth and menus were circulated for approval by the committee. Contact person for the hotel is Seonaid Kitchin, website <http://www.hotels-perth.com>, email enquiries@hotels-perth.com. A programme was also circulated. Included in the programme will be presentations (with a clinical basis) from four companies: Active Design, Hollequip, Mobility Aids Centre and Kirton. Currently there are nine companies confirmed for the exhibition and plan is still for approx 15.

The committee decided that the cost for the event should be £20 for members, and the price for non-members should reflect the additional cost of membership to SPMN. The committee also decided that the title for the even should be "**Developments through partnership**".

AM to chair the event and subsequent AGM. AM requested that any introductory information for presented be forwarded to him before the event so that he can prepare.

Duties required:

- Mail-out packs (Mark Hunter)
- Seminar packs (Mark Hunter)
- Reception/registration (PH, CM, SG)
- Chair (AM)

CM requested that an alphabetical list of attendees and sticky-labels/badges be compiled for the registration desk.

ACTIONS: KM and LD to continue with organisation of the event

KM to provide introductory information on presenters to AM before event

LM to post updated information on website

Mark Hunter to be responsible for putting together mail-out and seminar packs

12. Ideas for Spring/Summer Event 2007

Feedback from previous event/s indicate that attendees would like to have more training/practical sessions and the committee has decided to try to incorporate this into SPMN's next event. Committee members to think of ideas for next event to discuss at next meeting.

13. Date of next meeting

Thursday 18th January
Westmarc (Glasgow)
1.00pm

ACTIONS: SG to arrange venue