

SPMN COMMITTEE MEETING MINUTES
28TH JULY 2008
MARGARET ROSE ROOM, SMART CENTRE, EDINBURGH

Persons Present :

Catherine Mathieson(CM)	Rob Farley(RF)
Pam Harper(PH)	Joyce McDonald(JM)
Luke Meighan (LM)	Ann Allan(AA)
Jenny Hooper-Roe(JHR)Teleconferencing	
Ailsa Taggert(AT)Teleconferencing	

Apologies:

Kenneth Munro(KM)

Minutes of last meeting:

Minutes generally agreed

Matters arising:

Received thank you letter from AT for funding from our PDF scheme.

Membership:

159 Ordinary members

5 Corporate members

Non-renewers - 122 ordinary, 3 corporate

PH requests that everyone looks at the list of members who have lapsed to see if we know of anyone who should definitely not be contacted anymore.

ACTION - Everyone

Finances:

Current account £ 290.91

Savings account £7,934.26

PDF £ 809.46

Money still to be finalised from June event, PH will discuss this directly with KM and agree who will follow it up.

ACTION – PH, KM

PH received new OSCR information booklet. She will make it available to anyone who wants to see it.

Event Debriefing:

Discussion was continued from last meeting regarding increasing the fee for exhibitors at events. Unfortunately KM was not present and his view will be important. RF expressed the view that we should leave well alone for fear of putting people off.

PH offered to email KM for his view.

ACTION PH

CM suggested contacting PMG to find out what they charge for exhibitors.

ACTION CM

Website:

LM stated that there are still about 2,000 hits a month

LM stated that he had notification that the periodic website bill will soon be on its way.

PMG:

CM has minutes from June 5th committee meeting held in Bristol.

She reported that Nigel Shapcott has succeeded Dave Long as Chairperson as of the April AGM. He announced a plan to extend the remit of PMG with structured SIGs. Since the last meeting of the International Conference Committee – attended by CM in person and LM by teleconference – there has been a suggestion to postpone the conference by one year to 2011. No decision about this as yet.

Reconfirmed LM as SPMN's link person for that group and CM as the link for the PMG committee itself

QIS Masterclass:

The Masterclass on paediatric interventions will take place on November 7th in Glasgow – two days after SPMN's event.

CM has been corresponding with Michelle Millar in JM's absence to finalise the flyer which was scheduled for distribution this week.

LM has withdrawn from the planning committee particularly with regard to the fact that the two events fall in the same week and the reality of not getting time off for both.

SPMN will be responsible for one of four sessions. Our session is on 24 hour positioning. The other three sessions include – Developmental coordination disorder, autistic spectrum and enteral feeding.

A meeting of the Masterclass planning committee will take place at Lynebank on 28/08 following the next Postural sub-group meeting which starts at 10.30. CM to attend with JM from the SPMN committee.

November Event:

Suggestion carried unanimously that the event will take the same format as the June event – i.e. a practical hands-on event. This, despite having previously announced that this event format would alternate with a conference.

CM suggested that we might look at repeating some of PMG's April NTE sessions in our June conference given that very few people from Scotland seem to be attending the NTE in the past couple of years.

The topic for the event is Supported Lying and suggestions for workshops include - risk assessment, thermal comfort and pressure care equipment.

All agreed that we should run four workshops of longer duration than last time and giving time for the AGM.

Possible speakers include: Anke Baillie, Wendy Murphy, Pat Pofhill.

Postural Management sub-group will be asked for suggestions.

ACTION JM

RF left meeting

PDF:

Will be carried over to next meeting

A.O.C.B.:

CM had a chat with KM on the phone before the meeting he feels that he should stand down at the AGM in November given the length of time he has been the co-opted BHTA rep. However, he will have a continued commitment to the committee and will therefore lend any support required from his successor. He will also continue to be active on the Equipment sub-group.

Discussion about possible successors to KM

JM knows of two people that could be interested and she will make contact with them.

ACTION JM

KM has had interest shown from BES rep.

Discussion to be continued.

Next Meeting:

Tue 16th September 10.30 at Smart Centre

LM and AT will be teleconferencing