

**MINUTES OF THE NINETEENTH ANNUAL GENERAL MEETING
AND RESOLUTIONS
of
PRIMARY CARE RESPIRATORY SOCIETY UK**

THE NINETEENTH ANNUAL GENERAL MEETING of PRIMARY CARE RESPIRATORY SOCIETY UK (“the Company”) was held at The Telford International Centre, Telford on 21st September 2019 at 0745 – 0845hrs.

31 formal members attended the meeting. The meeting was opened and declared quorate by the chair. The meeting was chaired by Mr Charles Waddicor, chair of the trustees of the society. In attendance were Carol Stonham, chair of the PCRS Executive and Anne Smith, company secretary and Chief Executive of the society.

The minutes of the annual general meeting held on 29th September 2018 were reviewed and approved.

Anne Smith outlined the achievements of the society in 2018. She reported on the continued success of core programmes including respiratory leaders programme, the conference, and affiliated group programme as well as the Primary Care Respiratory Update publication and influencing policy activities. She highlighted progress with digital marketing and digital communications noting the fortnightly membership e-newsletter “In Touch” and progress with social media and website developments. She also provided an update on the partnerships with Springer Nature on *npj Primary Care Respiratory Medicine* and Cogora on Primary Care Respiratory Academy.

She summarised the financial picture, highlighting the success with funding in 2018 but advising on the significant challenges being faced in 2019 as a result of a number of companies cutting back investment in the UK respiratory market. It was noted that the charity has healthy reserves so business activity can continue unchanged at present but action will be required if the funding situation is not turned around in 2020.

The accounts and report of the directors for the period 1st January 2018 – 31st December 2018 were presented to and received by the membership.

The chairman thanked all those involved in the delivery of PCRS activities and programmes and welcomed Carol Stonham as the first nurse and woman to chair the PCRS Executive following the completion of the term of office of Dr Noel Baxter.

The chairman recognised the work of Dr Noel Baxter who completed his term of office as Chair of the PCRS Executive at end August 2019. Dr Baxter was awarded honorary life membership in recognition of his contribution to respiratory care and to PCRS. The Chairman noted Dr Baxter has taken up the role of Policy Lead for PCRS.

Dr Baxter, acknowledged the achievements of his predecessors in the policy role, Dr Duncan Keeley as Executive Policy Lead and Dr Kevin Gruffydd-Jones as Clinical Policy Lead and Bronwen Thompson PCRS Policy Consultant.

The following resolutions were approved:-

- A. To elect Dr Paul Stephenson as trustee of PCRS
- B. To elect Dr Irem Patel as trustee of PCRS
- C. To re-elect Professor Stephanie Taylor as a trustee of PCRS
- D. To re-appoint MHA MacIntyre Hudson Audit LLP as auditors to the charity until the completion of the next annual general meeting of the Company at which accounts are laid and to authorise the trustees to fix their remuneration.

Charles Waddicor informed the membership that he was stepping down as chair of trustees of PCRS and retiring as a Trustee. He introduced Professor Martyn Partridge who will be taking over as chair of trustees. Professor Partridge thanked Mr Waddicor for his support and guidance of the organisation.

By order of the Trustees

A registered Charity (Number: 1098117)



Anne Smith
Company Secretary
September 2019