



The Association of Breast Clinicians

ABC AGM 9th July 2018 MINUTES

Location Symposium Mammographicum at ACC Liverpool

Apologies Claire Godfrey and Anita Huws

Attendees

Committee

Zoe Goldthorpe(ZG)

DI Dalglish(DD)

Cathy Coleman(CC)

Kate D’Arcy(KDA)

Liz Edwards (EE)

Members

Kate Jenkins, Karen Anderson, Lesley MacDonald, Elena Weston, Vian Salih, Claire Coventry, Sarah Wake, Alice Moody, Lubna Khalid, Melanie Smith, Dagmar Godden, Harriet Russell

1. Minutes of 2017 AGM

The meeting started with ZG reviewing the minutes of the last AGM. These were passed as a true record of the AGM 2017.

Proposed by Dagmar Godden

Seconded by EE

2. Zoe Goldthorpe then reviewed presidents report

The AGM was notified that Claire Godfrey has resigned from the committee for personal reasons and we thank her for all the hard work she did ,especially all the work on the website. The feedback from the members was that they would like to continue to receive a quarterly newsletter with either an email reminder that the newsletter is on the website or an email with a link to the newsletter on the website. The committee agreed that they would investigate what is possible with William Valesco our website manager.

ZG reported a good response to the members survey with 28 responses. A summary of the responses has been posted in the president’s report on the website.

ZG also gave members an update on meetings with the RCR. Work is being undertaken to prepare a curriculum for future breast clinicians. The RCR are also producing a new

curriculum with GMC excellence by design. The RCR have told us there is a verbal agreement with HEE and HEE have accepted that ABC should be part of a pilot. It is hoped the pilot will involve 10 new trainees. The ABC committee are still working to get an agreed endpoint. The ABC Committee are also aware that we need to be able to prove equivalence for staff already trained or those currently in training. The advice from those involved in the current negotiations is that all members need to keep accurate and detailed records of their practice/training. The committee will continue to work on the curriculum documents . Karen Anderson expressed some concerns about the non imaging sections of the curriculum including the family history and the oncology sections. She was concerned about the weighting and content of these sections. Karen was reassured by the committee that these sections would be drafted by members who had experience in this area of practice.

Kate D'Arcy presented the financial report which has also been posted on the website. We are in a good financial position with a balance of around £22,000 in the bank. Combining with symposium has decreased our outgoing costs whilst membership fees have not decreased. Kate felt it would be good practice to have an accountant audit our financial records and the accountants report will also be put on the members page of the website when available. This is expected to be available very soon. The accountant's fees will be in the region of £300 +VAT. The members agreed that registering with the FCA (Financial Conduct Authority) was also a good idea and the fee for this will be in the region of £85 + VAT

The committee are aware of the surplus of funds and funds will be used to continue the work with the RCR but also to make training days available to members at reduced costs eg study day in 2019.

Cathy Coleman presented the secretaries and the training report which is available on the ABC website

The 2019 study days were discussed. The proposed dates are 13th and 14th June 2018 at Church House and RCR with the Human Factors Workshop provisionally booked to be held at RCR

3&4. New Committee Members

Karen Anderson has stood down as a coopted member of the committee and we thank her for all her help especially for all her hard work on the Symposium Mammographicum Organising Committee.

Kate Jenkins had approached the committee and is keen to join the committee as Training Officer and Study Day Convener . She was Proposed by Liz Edwards and seconded by Zoe Goldthorpe

5. FCA see financial report

6. GDPR – Di Dalgleish has been appointed Data Protection Officer. Di has been auditing all the information that is held by the ABC and appropriate action has been taken to protect members information. Members were encouraged to use the website to contact us, to keep us up to date with changes to their email addresses etc and also to notify us of any other changes including retirement.

7. 2019 study days – see above

8. Kate D’Arcy asked the members about some former members who we have lost contact with.

9. The next AGM will be at the end of the 2019 study day – Provisionally 13th June 2019.