

YORK MEDICAL SOCIETY

Date: Tuesday 13th April 2010 7.30pm

Location: Society Rooms Stonegate York

Purpose: Council Meeting

Present:

Trevor Julian	President	TJ
Mike Stower	President Elect	MJS
Michael Harran	Council Member	MJH
Delyth Wynn Jones	Council Member	DWJ
Vanree Cove	Council Member	VC
Allan Harris	Council Member	AH
Andrew Grace	Council Member	AG
Sarah Watson	Council Member	SW
Liz Mattock	Council Member	EJM
Adam Simeon	Society Manager/Administrator	AS

Apologise:

Charles Lacey	Council Member	CL
David Pring	Council Member	DWP
Greg Richardson	Council Member	GJRR

ACTION

3.0 Matters arising from previous:

3.1(3.1) Maintenance:

It was agreed that the list of maintenance jobs issued by Mr Terry Herbert would now be incorporated into a full and complete list of Internal and External works to be produced by Adam Simeon and Tabled at the next council meeting.

AS

3.2 (3.2) Financial:

Year end accounts lodged with the society accountants Garbutt & Elliott - Comment in main agenda.

AS

3.3 (5.0) Projector:

It was agreed that Adam Simeon would now look into the Purchase of the society's projector requirements. – Comment in Main agenda.

AS

3.4 (8.0) Staffing & Organisation:

Michael Harran agreed to meet with Adam Simeon before the end of April to format a report for an agreed 3 month appraisal. MH also Produced a target review form for guidance through the handover

MH/AS

	Phase. Sheet attached to report.	
4.0	Update on Projector:	
4.1	Several people have asked to use the society rooms for teaching Purposes and after discussion it was felt that a detailed report should Be compiled by AS and presented at the next Council meeting. Ideally the lighting, audio visual equipment and hearing loop system Should be installed and ready for use by October 2010.	AS
5.0	Company & Charity Registration:	
5.1	A headed society letter is now required by the solicitors to close out The final transfer of deed regarding 23 Stonegate. AS to contact Harrowells (Philip Ogden) to find out their requirements.	AS
6.0	Staffing Report:	
6.1	The Council agreed to take Terry Herbert and Christine Jacks with Their respective partners out to dinner at Melton's restaurant. It was Suggested for Tuesday 4 th of May. AS to liaise with them and Melton's to try and arrange for all parties to be available. Robert and Margaret Hall are to be invited and Council members TJ, MJS, VC And EJM to hopefully attend. It was also suggested that flowers and Wines were given as presents on the evening.	AS
7.0	Bank Matters:	
7.1	Society signatories were confirmed as Mr S Chintapatla and Adam Simeon. EJM and TJ will be used as back up signatories if and when Required.	Note!
8.0	Charity Donations:	
8.1	THET Dr. Kumar's charity has been sent the society's donation and A letter of acknowledgement and thanks has been received. Further Donations to Yorkshire Air Ambulance and Children with Leukaemia to be made in due course. AS to write to the above Society's informing them of the donation.	AS
9.0	Bursary Awards 2010:	
9.1	It was confirmed that the sum of £350 should remain as this also Matched the award presented to the recipient of the Charles Smith Bursary made by the ENT Dept. The society winners were: 1. Michael Hughes: General Emergency Medicine, South Africa 2. Stephen Bradley: Obstetric Care, Cochabamba Bolivia 3. Sian Reece: The Midwest Aero Medical Service, Western Australia 4. Mazin Alsaffar: World Health Organisation, Geneva, Switzerland	Note!
10.0	Managers Report: - Report Attached	Note!
10.01	A full report to be tabled at the next Council meeting	AS
10.02	Match members with current contact details on the system for postal Contact.	AS
10.03	Contact accountants for a full brief of requirements for the society to Meet Charity and Ltd accounting for year end submission.	AS
10.06	The Council agreed with the production of a " New Members Pack" And felt that it was the responsibility of the "proposer" to ensure the Pack was passed to the proposed member.	Note!

10.07	Dr Ubhi's lease is due for renewal in January of 2011. She would like More room if possible and if this is unachievable have an annual Lease only. The main problem is that little paradise has the only Access to the incoming mains electric meters for each tenant. Little Paradise is the only suitable accommodation that could be offered if The meter housing could be resolved. AS to make initial contact with Julie Betts who represents Dr Ubhi to find out what their possible Requirements would be before pursuing further the re location of Mains meters.	AS
10.08	A recent valuation of the building has resulted in a premium of 5k plus MH to give AS a valuation of the contents which was prepared some Time ago. A new valuation should be undertaken as there are several Valuable items in the society rooms.	AS/MH
10.09	TJ and EJM to be back up key holders.	TJ/EJM
10.10	AS to contact Dot Com who are the originators of the society web Page. Claire Bond may be of assistance. AS to pursue and comment	AS
11.0	Treasurers Report:	
11.01	Report not available. AS to follow up with accountants and formalise Information required to close out any loop holes. MJS to liaise with The treasurer Dr. Chintapatla for clarification on outstanding items And to ensure the job role is fully understood.	AS/MJS
12.0	Next President:	
12.1	MJS has been attempting to find a GP who will be willing to serve in 2011 but has met with little success so far but is persisting in his Search.	MJS
13.0	Resignations and Appointments:	
13.1	Pat Mcgrann has now left York and is living in Islay and now resigned. AH also wishes to resign. VC will step down but stay on as Honorary Secretary. DWJ will possibly step down in a year's time. Possibilities For new Council members were discussed including Sarah Anderson Consultant Ophthalmologist.	ALL
14.0	A.O.B	
14.01	Details of how to alter the times of the central heating to be included In the hirers instructions leaflet although the hirers are shown round By AS and most things explained.	AS
14.02	There have been problems with one of the tenants behaving in an Antisocial manner. AS to contact tenant and formally write to him.	AS
14.03	It was agreed that the actual leases should be checked to ensure They meet our requirements and addendums made where necessary.	AS
14.04	Subscriptions to be raised to £50 per annum for current practising Members and £40 for retired members and to be raised at an item At the AGM.	Note!
14.05	AS to action an email to be circulated to all members requesting any Additional Items to be added to the Agenda for the AGM, and the Agenda to be sent out at least three weeks in advance of the AGM on the 21 st of May.	AS

14.06 Council agreed that a safe be provided in the rooms as there is no
Secure place for valuables at present? AS to action.

AS

15.0 Date of Next Meeting: 7.30pm Tuesday 13th July 2010

16.0 Circulation:
All Above, S Chintapatla, R Grummitt, File.

