



## Minutes of the Twenty Third Annual General Meeting of Primary Care Respiratory Society

The twenty fourth annual general meeting of the Primary Care Respiratory Society (PCRS) was held on Friday 20<sup>th</sup> September 2024 between 14:00 and 14:30hrs at the Telford International Centre, Telford.

The meeting was chaired by Dr Paul Stephenson, Chair of the Trustees of the society. In attendance were Dr Katherine Hickman, Chair of the PCRS Executive, and Tricia Bryant, company secretary and executive director of the society. There were 58 attendees at the meeting, of which 42 were formal members; no proxy votes were received, and the meeting was declared quorate.

Dr Paul Stephenson welcomed everyone to the meeting and introduced himself as the new Chair of the Board of Trustees. He congratulated the conference organising committee on the work and delivery of the conference. He also acknowledged the work of the executive committee and all PCRS subcommittees and reported on an extremely successful strategy meeting held the previous day with Trustees and members from all PCRS committees in attendance. Tak Matsuda, Deputy Chair of Trustees, was introduced.

The retirement of Professor Martyn Partridge as Chair of the Board of Trustees was acknowledged. Dr Stephenson referred to his tribute to Professor Partridge which was recently published in the society's magazine Primary Care Respiratory Update, and announced that Professor Partridge had been awarded honorary membership in recognition of his commitment to the society over the past eight years. The retirement of Vikki Knowles from the Board of Trustees was noted and she was recognised for her input during her time on the board.

Dr Stephenson outlined the abstract peer review and poster judging process. Conference abstracts and poster winners were announced as follows:

- **Conference Winning Abstract:**  
The Reliever Reliance Test: evaluating a pragmatic tool to address SABA over-reliance (ID 563): Moon Z, Kaplan A, Mak V, Nannini L, Winders T, Chan AHY, Foot H, Horne R, University College London
- **Scientific Research Poster Winner:**  
Incidence of heart failure (HF), atrial fibrillation (AF) and ischaemic heart disease (IHD) in patients with COPD registered with a general practice within the Mid-Ulster federation area (ID 491), Young C, Courtenay A, Mid-Ulster Federation of GP Practices
- **Best Practice/ Service Development Poster Winner:**  
Specialist pharmacist "one-stop" primary care respiratory clinic- A new patient pathway to the management of high-risk respiratory patients. (ID 522). Hussain N, Johal J, Dudley Integrated Health and Care NHS Trust.
- **Most Patient Centred Poster Winner:**  
Lessons in Asthma - improving the management of respiratory conditions in a primary school setting (ID 493) Edwards DM, South Pembrokeshire Cluster.

The minutes of the previous AGM held on Friday 22<sup>nd</sup> September 2023 were approved as being an accurate and true reflection of the proceedings.

Dr Katherine Hickman provided an update on activities in 2023. She reported that there were 1,171 webinar registrations, 310,000 webpage views and 50,000 downloads along with 610,000 twitter impressions and 1,857 podcast downloads in 2023. She outlined the priorities for the accounting period:

- Influencing national policy
- Delivering Tools and resources to support key campaigns
- Supporting professional development

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- Promoting/supporting real world research
- Supporting quality service provision
- Consolidating key staff changes and streamlining activities

Dr Hickman also advised that six new position statements and position summaries were developed including a joint position statement on integrated care with BTS (British Thoracic Society). She highlighted partnerships with British Thoracic Society (BTS)/Scottish Intercollegiate Guidelines Network (SIGN)/NICE Asthma Guidelines, Taskforce for Lung Health, National Bundle of Care for children and young people with asthma, Inequalities in Health Alliance.

Dr Hickman described campaigns to deliver tools in asthma, COPD, greener healthcare and health inequalities to support its members. She reported that attendance at the conference in 2023 increased by 66% from 2022 to 402 attendees, and a revised delegate fee structure resulted in an 87% rise in paying delegates. She noted the high scoring feedback received, with 97.4% of attendees confirming they would recommend the conference to colleagues.

Dr Hickman recognised that the Respiratory Leadership and Mentorship professional development programmes are key to the organisation. She reported that in 2023, 23 people attended the two-day Chiesi sponsored inperson respiratory leaders workshops which focussed on non-clinical leadership skills such as influencing, motivating teams, negotiation and communication and received positive feedback from all who attended. She advised that the mentorship programme, sponsored by Glaxosmithkline, supported three health care professionals to get the most out of the BTS, ERS and PCRS conferences and help with participant goals in further research, improvement in respiratory care, increasing pulmonary rehabilitation referrals, making positive change at local and ICB level and reigniting a passion for respiratory care.

Dr Hickman reported on plans to reach a wider audience now that PCRS's relationship with Cagora has concluded – such as supporting other national meetings and hosting PCRS independent regional events and continuing to support peer support networks with complimentary membership for group leaders, discounts for conference, networking opportunities and a personalised dashboard with access to tools to support local meetings. She added that the organisation is striving to reach a wider audience through digital resources, non-member newsletters and active social media pages.

Dr Hickman announced that Dr Helen Ashdown has been appointed as Research Lead. She explained that ownership of npj PCRM is to transfer to the International Primary Care Respiratory Group (IPCRG) from 2024 but the journal will remain the official journal of PCRS and, where it is able to do so, PCRS will continue to promote the journal as a vehicle for publishing primary care respiratory research.

Finally, Katherine Hickman acknowledged that, although membership figures have increased slightly to 825 in 2024, membership trend is declining and this will be a focus of activity for 2025.

The accounts and reports of the directors for the period of 1st January 2023 to 31 December 2023 were presented to, and received by, the membership. Tricia Bryant summarised that income was up by 8% to £603,475.00 and expenditure had decreased by 23% to £495,147 mainly due to streamlining within the organisation. She highlighted the surplus which had increased to 108,593.00 and reserves had improved by 13% to £885,593.00. However, she cautioned that funding the society remains challenging with income from corporate sponsorship significantly lower than in 2019. She highlighted AstraZeneca, Chiesi, GlaxoSmithKline and Sandoz as key funders for 2023.

The sponsors of the organisation were thanked for their support.

Tricia Bryant outlined the Society's priorities for 2024/205 as follows:

**Strategic charitable priorities:**

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- **Campaigns** – around asthma, COPD, early and accurate diagnosis, greener healthcare, tackling health inequity
- **Influencing policy**  
National guidelines, representation, position statements and summaries.
- **Professional Development**  
Conference, online learning resources, Respiratory Leaders, Peer Support Networks and Mentorship
- **Reaching a wider audience**  
Partnerships, collaborations and regional meetings.
- **Service Delivery**  
Updating Integrated Care Respiratory Services Framework, toolkits for ICBs and Boards
- **Research**  
Research network, conference research stream, webinars

## Business and operational objectives:

- Continue communications and innovative digital programmes to support learning
- Effective and equal partnerships internally and externally
- Effective Governance
- Empowered and efficient committees and operations team
- Supporting leads and effective succession planning

## Financial and commercial objectives

- Collaborative and innovative approach with corporate sponsors
- Continue to diversify income streams
- Continue to reach out to Trusts and Foundations
- Continue to promote commercial Services
- Deliver cost effective, high value for money programmes

The following resolution was approved:

- A. To appoint Price Bailey as independent examiners 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.

By order of the Trustees

A registered Charity (Number: 1098117)



Tricia Bryant  
Company Secretary  
September 2024

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We are grateful to our corporate supporters including AstraZeneca UK Ltd and Chiesi Ltd for their financial support which supports the core activities of the Society and allows PCRS to make its services either freely available or at greatly reduced rates to its members.