The Association for Clinical Biochemistry and Laboratory Medicine

NOTICE OF ANNUAL GENERAL MEETING

The Sixty-Third Annual General Meeting of the Association will take place at 13:00 hours on Thursday 21st April 2016, at the Arts Centre Cinema, University of Warwick

AGENDA

1. To receive apologies for absence.
2. To receive and approve Minutes of the Sixty-Second Annual General Meeting held on 8th June 2015.
3. To consider matters arising from the Minutes.
4. To receive the Annual Report of the Association for 2015, to which the President will speak.
5. To receive the Association Accounts and Balance Sheet for 2015, to which the Director of Finance will speak.
6. To report on the election of the following Officers:
   Director of Finance
   Director of Publications and Communications
   Director of Education, Training and Workforce
   Director of Scientific Affairs
   Director of Clinical Practice
   Director of Regulatory Affairs
7. To confirm the appointment by Council of the President Elect of the Association.
8. To report on the election of two National Members of Council.
10. On a proposal from Council to re-appoint Grant Thornton UK LLP of 300 Pavilion Drive, Northampton Business Park, Northampton, NN4 7YE, to be Auditors of the Association and authorise the directors to determine their remuneration.
11. To consider any other business.
   (Members wishing to raise issues under item 11 are requested to give notice to the Honorary Secretary by 14th April 2016).
THE ASSOCIATION FOR CLINICAL BIOCHEMISTRY 
AND LABORATORY MEDICINE

Minutes of the Sixty-second Annual General Meeting of the Association held at the Millennium Centre, Cardiff on Monday 8th June 2015.

The President of the Association, Prof ES Kilpatrick, called the meeting to order at 18:00h.

There were 41 voting members present.

62/1 APOLOGIES FOR ABSENCE were received from Mrs SC Barnes, Miss B Harris, Ms R Goodall, Dr S Mapplebeck, Dr MA Pollock and Prof CP Price.

62/2 THE MINUTES OF THE SIXTY-FIRST ANNUAL GENERAL MEETING held on Wednesday 21st May 2014 were received and APPROVED. The acceptance of the minutes was proposed by Dr I Godber, seconded by Mr G Wieringa and carried nemine contradicente.

62/3 MATTERS ARISING
There were none.

62/4 PRESIDENT’S REPORT
The last year has seen quality within Pathology coming into even sharper focus. At the beginning of 2014 the Pathology Quality Review, Chaired by Dr Ian Barnes, was launched at the Frontiers in Laboratory Medicine meeting in Birmingham. The report rightly recognised the leading role of pathology in quality systems within the NHS and the international repute of UK pathology’s quality standards. It also identified that the professionals responsible for this progress are the ones best placed to develop quality systems further and so we are collaborating with other professional bodies.

Now that the ACB Strategy has been agreed, the last year has been occupied in realising the 50 tasks associated with this document. As well as continuing with the core objectives of the Association, these tasks have varied widely, from reviewing the geographic boundaries of the ACB regions to providing added benefits to members in the form of ACB Extras to exploring the formation of a group to allow retired ACB members to easily communicate with one another.

This was another good year for science related initiatives, with Robert Hill leading on standardising the definition of acute kidney injury (AKI) and on the development of software which monitors the performance of analysers in a network. With the help of the College, Tim Lang has expanded his Minimum Retesting Interval document to include tests from disciplines not traditionally associated with the ACB. In the coming year, task and finish groups within the Clinical Practice Section and the Scientific Committee should have reported on topics including adjusted calcium assessment, alcohol units and troponin testing. The Clinical Practice Section has also established a buddy system to support new medical consultants, which if successful will be extended to include Clinical Scientists too.
There was no national meeting this year as the ACB were instead fortunate enough to host the EuroLabFocus meeting in Liverpool in October. The scientific and social programmes were also both first rate and it managed to demonstrate the continued leadership of the UK in laboratory medicine.

The Association’s publications have progressed strongly in 2014. Lab Tests Online-UK celebrated its 10th anniversary at EuroLabFocus and it continues to be a vital source of independent information for patients. An enhanced version of the ACB News is now published on the ACB website and the impact of the Annals of Clinical Biochemistry has continued to grow.

For the next year both personal proficiency and Results Direct to Patients are going to feature heavily again and despite healthcare apparently being immune from spending cuts it seems austerity will be even more of a feature for many years to come.

ACB members have continued their vital role in developing healthcare at both home and abroad and we were especially proud to see that a large number of microbiologist members travelled to Sierra Leone to aid the fight against the spread of the Ebola virus.

Unfortunately, we have prematurely lost some of the leading lights in Pathology and of the ACB in the last year with the deaths of Rick Jones and Aram Rudenski. Each brought their own special talents and their own character to laboratory medicine and we continue to mourn the loss of these two influential figures from our profession.

On a personal note, I remain indebted to my Executive and Council colleagues for their support and would wish to again thank the ACB office staff for their commitment during the last year in assisting both me and the rest of the Association.

The motion that the Annual Report be adopted as an accurate record of the ACB’s activities proposed by Dr C Chaloner, seconded by Mr GH Lester and accepted *nemine contradicente*.

**62/5 THE ASSOCIATION ACCOUNTS AND BALANCE SHEETS** for 2014, having been circulated previously, were received by the meeting.

The Director of Finance of the Association referred to the Association Accounts located on pages 25-36 of the Annual Report. Dr WJ Marshall drew the meetings attention to the Auditors Report on page 27, which stated that in the opinion of the auditors, Grant Thornton, the financial statements give a true and fair reflection of the Association's accounts as of 31st December 2014.

The Director of Finance reported a budget deficit of £90,874 over the 2014 financial year compared to the surplus of £115,253 recorded in 2013. The primary reasons for the deficit were that the ACB had to refund £35,000 to SAGE publications resulting from an overpayment in 2013 and that the ACB have now paid the President’s employers for a proportion of the time he has spent on ACB activities in 2013 and 2014. The Association also made a loss of approximately £38,000 on the EuroLabFocus conference held in October 2014.
Dr Marshall announced that it is unlikely that the Association will make a surplus in 2015.

The balance sheet shows the net assets of the Association as £2.156 million. The main assets of the Association are the ACBOffice in Tooley Street and investments in offshore bonds and share portfolios.

The Director of Finance referred next to the Association’s charity accounts; the Benevolent Fund and the CP Stewart Memorial Fund, from pages 31 & 32 of the Annual Report. The Benevolent Fund has received £1,126 in donations in 2014. The Benevolent Fund balance is now £52,330. No applications were made to the Fund in 2014 and consequently no funds were paid out of the account. The CP Stewart Memorial Fund balance stands at £20,411. One application was made to the fund in 2014 to which the Trustees agreed to provide £1,900 in funding.

The acceptance of the accounts was proposed by Dr C Chaloner, seconded by Dr EJ Lewis and accepted nemine contradicente.

62/6 ELECTION OF OFFICERS
The Company Secretary announced the unopposed re-elections of the following officers:

- Director of Publications and Communications: Mr P Newland
- Director of Finance: Dr WJ Marshall
- Director of Scientific Affairs: Dr C Chaloner
- Director of Clinical Practice: Dr M O’Kane
- Director of Education, Training & Workforce: Dr FG Boa
- Director of Regulatory Affairs: Dr AP Taylor

62/7 ELECTION OF NATIONAL MEMBERS
The Company Secretary announced the unopposed election of Dr S Holding and Prof IS Young as National Members of the Association Council.

62/8 ELECTION OF EMERITUS AND HONORARY MEMBERS AND THE AWARD OF FELLOW OF THE ASSOCIATION
The Company Secretary presented to the AGM the following proposals from Council for nominations.

Emeritus Members of the Association
- Dr R Hill, proposed by the Trent, Northern & Yorkshire Region and seconded by Dr FG Boa.
- Dr P Klapper, proposed by the North West Region and seconded by Dr DM Cassidy.
- Mr GH Lester, proposed by the Southern Region and seconded by Dr WJ Marshall.
- Dr M Thomas, proposed by the Southern Region and seconded by Mr GH Lester.
- Dr S Smith, proposed by the West Midlands Region and seconded by Mr G Wieringa

Fellow of the Association
- Dr EH Boxall, proposed by the West Midlands Region and seconded by Dr G McCleanor.
Dr IB Holbrook, proposed by the Trent, Northern & Yorkshire Region and seconded by Prof ES Kilpatrick.
Dr D Robertshaw, proposed by the Trent, Northern & Yorkshire Region and seconded by Prof IS Young.
Dr S Skidmore, proposed by the West Midlands Region and seconded by Dr M O’Kane.

Honorary Member of the Association
Prof S Halloran, proposed by the Southern Region and seconded by Dr M Thomas.

The President announced that the Association Council had approved two posthumous nominations which were presented to the AGM.

Emeritus Member of the Association
Dr R Jones, proposed by the Trent, Northern & Yorkshire Region and seconded by Dr DM Cassidy.

Fellow of the Association
Dr A Rudenski, proposed by the North West Region and seconded by Dr C Chaloner

62/9 SUBSCRIPTIONS
Dr WJ Marshall announced a small increase in membership fees from 2015. The proposed increases were presented with the 2014 minutes and, depending on the membership level, proposed an increase of between 1.36% and 1.67%. Members were reminded that tax relief is available to Ordinary Members.

62/10 REAPPOINTMENT OF AUDITORS OF THE ASSOCIATION
On behalf of Council, Dr WJ Marshall proposed that the Association Executive appoint Grant Thornton UK LLP of 300 Pavilion Drive, Northampton Business Park, Northampton to be Auditors of the Association for 2015 and authorise the directors to determine their remuneration. The proposal was seconded by Dr I Godber and carried nemine contradicente.

62/12 ANY OTHER BUSINESS
It was announced that from the close of the meeting Dr G McCleanor would assume the Presidency of the Association from Prof ES Kilpatrick. Mr P Newland proposed a vote of thanks to Prof Kilpatrick for all his work as President for the past 2 years.

The President called the AGM to a close at 18:30h.