



**The Association for  
Clinical Biochemistry &  
Laboratory Medicine**

*Better Science, Better Testing, Better Care*

## **NOTICE OF ANNUAL GENERAL MEETING**

The Sixty-Seventh Annual General Meeting of the Association  
will take place at 15:00 on Thursday 25<sup>th</sup> June 2020  
via Microsoft Teams video/audio conferencing

### [Join Microsoft Teams Meeting](#)

The above link will give you access to the event on the day.

If unable to join via this method you may do so via telephone by dialing +44 20 3795 5672 (Conference ID: 517 144 671#)

To help ensure smooth running of the event we shall open the meeting for registration from 2.45pm for a 3pm start and  
would be grateful if you could indicate whether you plan to attend via email to [admin@acb.org.uk](mailto:admin@acb.org.uk)

## **AGENDA**

- 1. To receive apologies for absence**
- 2. To receive and approve Minutes of the Sixty-Sixth Annual General Meeting held on 3<sup>rd</sup> May 2019**
- 3. To consider matters arising from the Minutes**
- 4. To receive the Annual Report of the Association for 2019**
- 5. To receive the Association Accounts and Balance Sheet for 2019**
- 6. To report on the election of the following Officers:**
  - Company Secretary*
  - 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*
  - Non-Executive Director*
- 7. To confirm the appointment by Council of the President Elect of the Association**
- 8. To report on the election of National Members of Council**
- 9. Election of Emeritus, Fellow and Honorary Members and Friend of the Association**
- 10. Proposal from Council to increase membership subscriptions (see Appendix)**
- 11. On a proposal from Council to re-appoint *Buzzacott LLP*, 130 Wood Street, London, EC2V 6DL to be Auditors of the Association and authorise the directors to determine their remuneration**
- 12. Resolutions from Council for changes to the Articles of Association and Bye-Laws (see Notice)**
- 13. To consider any other business**

(Members wishing to raise issues under item 13 are requested to give notice to the Honorary Secretary by 15<sup>th</sup> June 2020)

# THE ASSOCIATION FOR CLINICAL BIOCHEMISTRY & LABORATORY MEDICINE

**Minutes of the Sixty-sixth Annual General Meeting of the Association** held at the Boisdale 2 room, Scottish Event Campus (SEC), Glasgow on Friday 3<sup>rd</sup> May 2019.

The President of the Association, Prof Ian Young, called the meeting to order at 13:50h.

There were 53 voting members present.

**66/1 APOLOGIES FOR ABSENCE** were received from Mike Bosomworth, Christopher Price, Mike Thomas and Sophie Barnes

**66/2 THE MINUTES OF THE SIXTY-FIFTH ANNUAL GENERAL MEETING** held on Friday 8<sup>th</sup> June 2018 were received and approved with no amendments; The acceptance of the minutes was proposed by Mrs H Borthwick, seconded by Dr G McCreanor carried *nemine contradicente*.

**66/3 MATTERS ARISING**

There were none not already covered in the agenda.

**66/4 PRESIDENT'S REPORT**

The President of the Association, Prof I S Young, brought the Annual Report to the attention of members.

Thanks were relayed to members and the Officers of the Association in the production of the Annual Report and their tireless work towards the aims of the Association over the year.

This has been another challenging year for the ACB and profession as a whole, in particular around the restructuring of services and pathology networks. The ACB continues to work with NHS Improvement and NHS Executive in this context. At a national level we continue to emphasise the importance of the work our members do.

The members of Council have been discussing the wider ACB Strategy and request that regions and members discuss this and provide feedback through Council.

We are very grateful for the work the ACB administrative perform, often at times of staff shortages, and Council are now looking in a fundamental way of how support to the Officers and members of the Association is to be delivered going forward. Council has decided that the Association will now appoint a Chief Executive to provide more strategic direction in support of the Officers. In the short term we have appointed an interim Chief Executive, Sue Thorn, whose part time role will be complete on appointment of a permanent Chief Executive in the coming year.

The ACB has developed an Equality, Diversity and Inclusion strategy which has been benchmarked against similar strategies developed by the Science Council and other likeminded organisations.

Prof Young reported on the sad news of the sudden and unexpected death of IFCC President Prof Howard Morris, who has been a longstanding supporter of the Association and died whilst on IFCC business as a visiting lecturer in Kazakhstan. We have written to Prof Morris's family to offer our deepest condolences.

Prof Young thanked outgoing members of Executive Dr Gwyn McCreanor for her additional support as an invited member of Executive during a transitional period, Dr Andrew Taylor as Director of Regulatory Affairs / FCS Chair, and outgoing Council members Dr Stephen Holding as National Member and Dr Ian Godber as National Meetings Secretary, all of whom have contributed significantly to the ACB over many years.

The motion that the Annual Report be adopted as an accurate record of the Association's activities was proposed by Prof I S Young, seconded by Mr P Newland and accepted *nemine contradicente*.

**66/5 THE ASSOCIATION ACCOUNTS AND BALANCE SHEETS** for 2018, having been circulated previously, were received by the meeting. The Director of Finance of the Association, Dr M P Bosomworth, has sent his apologies for this meeting. Prof I S Young reported on his behalf.

Last year the Director of Finance reported that we made a significant loss during the previous year in part due to some additional significant expenditure of previous years' meetings not previously accounted for. It is encouraging to see that for this recent year we have made a small operating profit of approximately £40,000.

The changes to the administrative support envisaged in the coming year we help ensure the Association operates financially stably going forward but will require significant investment, in particular in its early stages of development during a transition period which will be reflected in next year's accounts.

The Association Council are looking at the implications of changing our legal status, potentially to become a charity. This will have significant implications with regards to the FCS in particular since a charity cannot be a Trade Union. Any proposals being considered will be brought to a General Meeting of the Association for consideration prior to implementation.

In addition to the accounts and balance sheets of the Association, the annual report also contains the finances of charities the ACB Benevolent Fund, CP Stewart Memorial Fund and Clinical Biochemistry Conferences.

Acceptance of the accounts and balance sheets was proposed by Prof Ian Young and seconded by Dr Neil Anderson.

#### **66/6 ELECTION OF OFFICERS**

The Honorary Secretary announced the unopposed elections or re-elections of the following officers:

Director of Finance	Dr M P Bosomworth
Director of Publications and Communications	Miss K Chatha
Director of Education, Training & Workforce	Mrs H A Borthwick
Director of Scientific Affairs	Mrs A Yates
Director of Clinical Practice	Dr M Patel
Director of Regulatory Affairs	Dr E J Lewis
Company Secretary	Mr P Newland
Non-Executive Director	Ms C F Baillie

President Prof Ian Young announced that there has been an expression of interest for the role of Honorary Secretary, to replace Mr Paul Newland, and the appointment may be made over the coming year to be approved by Council and stand for re-election at next year's AGM.

Prof Young relayed his thanks to Dr Christopher Chaloner as outgoing Director of Scientific Affairs and Dr Maurice O'Kane as outgoing Director of Clinical Practice for their work for the ACB over the years.

#### **66/7 APPOINTMENT OF NATIONAL MEMBERS OF THE ASSOCIATION**

The Honorary Secretary announced the unopposed appointment of Dr Bernie Croal as National Member of the Association.

There remains one National Member vacancy and any member interested in assuming this role should contact the President or Honorary Secretary. A second call for nominations will be circulated in the coming year.

#### **66/8 ELECTION OF EMERITUS AND HONORARY MEMBERS AND THE AWARD OF FELLOW OF THE ASSOCIATION AND FRIEND OF THE ASSOCIATION**

The Honorary Secretary presented to the AGM the following proposals from Council for nominations:

Honorary Member of the Association

*Bill Bartlett, nominated by the Scotland Region*

*Zahra Khatami, nominated by the Southern Region*

*Jonathan Kay, nominated by the Southern Region*

*Gilbert Wieringa, nominated by the North West Region*

*Julian Barth, nominated by the Trent, Northern & Yorkshire Region*

Fellow of the Association

*Barry Sampson, nominated by the Southern Region*

*Laila Tibi, nominated by the Southern Region*

*Gill Rumsby, nominated by the Southern Region*

*Kerry Whiting, nominated by the Southern Region*

*Angela Mallard, nominated by the South West & Wessex Region*

*Tony Tetlow, nominated by the North West Region*

*Ian Hanning, nominated by the Trent, Northern & Yorkshire Region*

*Jean Wardell, nominated by the Trent Northern & Yorkshire Region*

Emeritus Member of the Association

*David Cassidy, nominated by the Wales Region*

There were no nominations for Friend of the Association presented at this meeting.

All nominations were accepted *nemine contradicente* by show of hands.

#### **66/9 REAPPOINTMENT OF AUDITORS OF THE ASSOCIATION**

On behalf of Council, the Honorary Secretary proposed that the Association Executive appoint *Buzzacott LLP* of 130 Wood Street, London EC2V 6DL to be Auditors of the Association for the year and authorise the Directors to determine their remuneration. The proposal was carried *nemine contradicente*.

#### **66/10 TO RECEIVE THE ASSOCIATION'S EQUALITY, DIVERSITY AND INCLUSION STATEMENT**

The President thanked the Association's Equality, Diversity and Inclusion Champion Rachel Wilmot for the production of the statement and her work towards its aims.

The statement was presented to members and is available to view from the Association's website. It is intended to provide a crosscutting theme across all of the Association's activities.

The President, on behalf of Council, proposed that the statement be adopted which was carried *nemine contradicente* by show of hands.

## 66/11 ANY OTHER BUSINESS

A member raised concerns regarding a low level of activity currently seen within their region, which is reflected in a lack of nominations for membership awards from their region. Prof Young declared that the Association's Executive were aware of some inconsistency in the level of activity between regions and will be working with Council and the current Chair of the Region towards a resolution over the coming year.

The President called the AGM to a close at 14:16h.

## APPENDIX

### Members Subscriptions

The proposed subscription rates effective from 1<sup>st</sup> January 2021 are:

Membership Category	Subscription 2020	Proposed 2021	Percentage Increase
Ordinary Members Subs Band 1: <i>AfC up to and including 6, 7 (Annex U), Medical up to and including F2, Research Fellow</i>	£139.25	£141.00	1.26%
Ordinary Members Subs Band 2: <i>AfC 7 &amp; 8A, Speciality Trainee (ST1-ST9), Lecturer, Non-clinical Senior Lecturer</i>	£184.75	£187.00	1.22%
Ordinary Members Subs Band 3: <i>AfC 8B &amp; 8C, Non-clinical Reader</i>	£233.25	£236.00	1.18%
Ordinary Members Subs Band 4: <i>AfC 8D &amp; 9, Medical Consultants, Professor, Clinical Reader, Clinical Senior Lecturer</i>	£259.75	£263.00	1.25%
Federation	£100.25	£102.00	1.75%
Student	£58.75	£59.50	1.28%
Overseas	£192.50	£195.00	1.30%
Retired (ACB Extras)	£25.00	£25.50	2.00%

Dr M P Bosomworth  
Director of Finance