



**MINUTES OF THE ANNUAL GENERAL MEETING OF THE
SOMERSET GP EDUCATION TRUST
Thursday 2nd March 2023, LMC Office**

Attended by Tony Wright, Ian Boyland, Jill Hellens (Chair)

1 Welcome

1.1 Apologies

Claire Winchester

2 Executive Committee Membership and Elections

No current changes to the committee. Ian discussed further support for needed his role as an educator. JH had assumed that Dr Bridget Carne would be taking on more of an SGPET role as this support in favour of her Training hub Role, this has never been formalised. It would also be helpful to have Anne Marie in more of a substantive post so as to increase the capacity of the exec team

Actions: JH to contact Carol Hobbs re Bridget's Role

JH and CW to cost the extra funding for a core committed team as an honorarium

3 Continuing Relationship with Somerset LMC

Agree to continue communication together. It was felt to be a very healthy relationship with mutual benefits, with a future aspiration of one levy for both LMC and SGPET

4 Membership subscription new structure and non-member fees for 2023/24.

Overall the initiation of a levy-based subscription had been well received by practices with 2 PCNs so far using their development money to fund. The new system would allow for a better cashflow as ICB will pay up front and claw back from practices, and the system would reduce some of the administrative burden for the team. Devon Doctors OOH provider have been offered membership based on a Practice average levy, which would total £1400 per annum. Devon Docs, have agreed sounds feasible and are getting back us to confirm if they are joining.

5 Confirming current members of SGPET management, administration and educator teams.

- Jo Bojarska- runs nurse programme with Paula, and manages all sponsorship.
- Angela Lees covers in the main TH work including New to Practice Fellowship
- Claire Winchester supporting study days, GP Refresher weeks and assist team SGPET and accounts
- A temporary more Junior had been engaged who worked across both LMC and SGPET

6 Year end 2021/22 accounts. Confirm administration costs and educator fees

These had already been agreed at previous meetings and showed a healthy carried forward balance which could help as a buffer if needed for the initial year of a levy-based membership

7 Date of Next AGM – Wed 24 Jan 2024

8 Date of Next SGPET Meeting – 12 April 2023