



Vocational Rehabilitation Association

Draft: Minutes of the VRA Annual General Meeting

held on 3 November 2017 at 3pm

Royal College of Occupational Therapists
106-114 Borough High Street
London SE1 1LB

Attendees:	John Pilkington – Chair	JP
	Alison Biggs	AB
	Jenny Ceolta-Smith	JCS
	Deborah Edwards	DE
	Andrew Frank	AF
	Alexandra Freeman	AFm
	Sue Godby	SG
	Ceri Goodrum	CG
	Beth Husted	BH
	Gary Johnston	GJ
	Andrew Mills	AMs
	Shirley Morrison-Glancy	SMG
	Joy Reymond - Treasurer	JR
In attendance:	Anna McNeil	AM
Observer:	Margaret Delaney	MD
Apologies:	Mansel Aylward	MA
	Jessica Bavinton	JB
	David Booth	DB
	Debbie Cohen	DC

1. Welcome:

The Chair, John Pilkington, welcomed members to the meeting noting that it was quorate.

2. Minutes of the VRA AGM held on 19 July 2016

The minutes were agreed as a true record of the meeting

3. Election of Trustees

It was noted that all the current Trustees were eligible, and the following wished to stand for re-election:

Trustee:	Nominated by:
Deborah Edwards	Gary Johnston
Joy Reymond	Andrew Frank
Andrew Frank	Joy Reymond

John Pilkington
Shirley Morrison-Glancy
Jenny Ceolta-Smith

Andrew Frank
John Pilkington
Andrew Frank

New applications:

Applicant:

Alexandra Pugh
Andrew Mills
Beth Husted
Alexandra Freeman
Gary Johnston
Sue Godby

Nominated by:

Joy Reymond
Joy Reymond
Joy Reymond
Joy Reymond
Deborah Edwards
Jenny Ceolta-Smith

It was noted that Jessica Bavinton had not been able to submit an application as she was currently out of contact in South America. Her place as a trustee would be held for her and confirmed when she returned to England.

All applications were approved and the Trustees duly elected.

JP welcomed all Trustees and stated he looked forward to working with the new Board of Trustees.

AM stated that she would be sending the following documents to all Trustees:

- a. conflict of interest form
- b. information required by Companies House
- c. request for information, and picture, for the VRA website

4. Chair's Report

JP thanked all those who had helped and supported him during his tenure as Chair. This support all went towards helping the VRA and its members. His aim had been to build alliances. He noted that today's study day with the RCOT SS Work was an excellent example of working together and hoped more events like this could be organized.

The VRA are working with BABICM and CMSUK on possible accreditation and each organisation is about to embark on a consultation process with their members to see if the project would be viable.

JP expressed his thanks to Chris Bartlett for his work on the rebuild of the new website and SMG for leading the webinar programme which is really building a head of steam.

JP informed the meeting that he and JR had been elected to the Board of Directors of the Council for Work and Health, so were in a very good position to ensure that the VR voice was heard.

Finally, JP noted that all Friends of the VRA had agreed to give their continued support to the VRA. He added that Debbie Cohen had felt that she had not been able to give as much time as she would have liked to being a Trustee and it was noted that she had agreed to become a Friend of the VRA instead.

5. Treasurer's Report

JR informed the AGM that the VRA did not have an official reserves policy, however it did currently hold sufficient funds to meet its planned expenditure for in excess of one year (£25k).

Individual and corporate memberships remain a significant concern (£3638). However, income from the annual conference were encouragingly higher (£16,630) due to collaboration with CMSUK and BABICM.

The major challenge facing the VRA is to grow the membership, both individual and corporate. All Trustees were asked to consider individuals and organisations they could approach.

Finally, JR added that the VRA was working on building joint memberships with other organisations and to date two had expressed an interest in a reciprocal arrangement: IIRSM and ACPOHE.

6. Any other business

There was no other business.

7. Presentation

The Trustees took this opportunity to thank JP, who was standing down as Chair after five years, for all his hard work and dedication to VR.

JP was awarded a life-time membership of the VRA in recognition of his amazing efforts to raise the profile of VR amongst the wider health and related communities.

The meeting closed at 1525.