



## CORESS ANNUAL GENERAL MEETING

Thursday 8<sup>th</sup> June 2023  
13:00 – 13:00  
Zoom

### MINUTES

<b>Present:</b>	Lord Ribeiro	CORESS (Past) Chairman
	Miss Harriet Corbett	CORESS Programme Director (PD)
	Professor Frank Smith	CORESS Trustee
	Mr Keith Conradi	CORESS Trustee
	Dr Mike Roddis	CORESS Trustee
	Mr Christopher Jephson	Advisory Board Member
	Mr Nick Haden	Advisory Board Member
<b>Apologies</b>	Mr Nicholas Markham	CORESS Honorary Treasurer
	Baroness Judith Jolly	CORESS newly appointed Chair
	Dr Ed Fitzgerald	CORESS Trustee
	Mr Charles Ranaboldo	CORESS Trustee
	Professor Edwaldo Joviliano	Advisory Board member
	Professor Narinder Kapur	Advisory Board member
	Dr Pallavi Bradshaw	Advisory Board member
	Mr Alistair McCleary	Advisory Board member
	Dr Annie Hunnigher	Advisory Board member
	Professor Peter Brennan	Advisory Board member
	Ms Fiona Kerray	Advisory Board member

<b>1.</b>	<p>Welcome and apologies for absence.</p> <ul style="list-style-type: none"> <li>The (past) Chairman Lord Ribeiro welcomed all attending, indicating he will run the meeting in the absence of Baroness Jolly. The Chairman noted the apologies received from those unable to attend and apologised for the late start due to the Board of Trustee overrunning by a few minutes.</li> <li>The meeting was recorded for note taking, deleted once complete.</li> </ul>
<b>2.</b>	<p>Minutes.</p> <ul style="list-style-type: none"> <li>The minutes of last year's AGM Meeting on the 15<sup>th</sup> of July were reviewed, (Doc A). No items of fact were raised for amendment. The (past) Chairman accepted the minutes as received.</li> </ul>

<p>3.</p>	<p>Reports of Officers. (All reports were circulated in advance of the meeting.)</p> <ul style="list-style-type: none"> <li>• <b>Chairman’s Report</b> (Doc B) – the (past) Chairman drew attention to the document and opened to the floor for questions, none raised, the report was accepted as received.</li> <li>• <b>Programme Director’s Report</b> (Doc C) – Ms Harriet Corbett (PD) provided a brief overview of the report noting it is also signed by Professor Smith as it spans time when he held the post, i.e., until end of 2022. <ul style="list-style-type: none"> <li>▪ Advisory Board – the PD noted since taking the role, she has chaired all meetings this year with the next being tomorrow, 9<sup>th</sup> June.</li> <li>▪ Specialty engagement – the PD drew attention to ongoing work to engage with a wider range of people including new and trainee surgeons. Examples of efforts include a meeting scheduled with the Moynihan Academy for later today and with a Colorectal team later in the year, both aiming for greater exposure. Professor Smith added he has been asked to chair an RSM section of a ‘Safety in Surgery’ event and will present for CORESS.</li> </ul> </li> <li>• The (past) Chairman opened to the floor for questions in relation to the PD’s report, none raised, the report was accepted as received.</li> <li>• <b>Financial Report and Accounts</b> (Doc D &amp; E) Points highlighted by Professor Smith in Mr Nick Markham’s absence: <ul style="list-style-type: none"> <li>▪ Treasurer’s Summary report (Doc D) – was supplied by Mr Markham, due to his absence, and lists key income and expenses for the charity.</li> <li>▪ Financial Report and Accounts (Doc E) – provided by Ford Bentalls in line with the charity’s governance requirements notes £19k carried over into this year and total assets of £36k this year. The charity has a healthy balance, income is used to maintain administrative support, the website and App and develop innovations to support CORESS. The (past) Chairman commented the fundraising has been amazing and noted the ongoing support of AXA Health. Professor Smith thanked Mrs Catherine Ralph CORESS Administrator for her fundraising efforts.</li> </ul> </li> <li>• The (past) Chairman opened to the floor for questions in relation to the reports provided, none raised, the reports were accepted as received.</li> </ul>
<p>4.</p>	<p>Officers:</p> <ul style="list-style-type: none"> <li>• Chair Post - The (past) Chairman advised the AGM he had demitted at the Board of Trustee meeting preceding the AGM earlier today, with Baroness Judith Jolly proposed, seconded and unanimously agreed as new Chair by the Trustees. The (past) Chairman commented that Baroness Jolly will be a motivated and supportive Chair. Professor Smith asked those attending to agree Baroness Jolly as the new CORESS Chair by a show of hands. <b>Baroness Jolly was approved as Chair unanimously, the (past) Chairman minuted that she is now elected.</b></li> <li>• Honorary Treasurer – Mr Markham has indicated, in writing prior to this meeting, that he will continue in the role if agreed. <b>Mr Markham was approved as Honorary Treasurer unanimously, the (past) Chairman minuted that he is now elected.</b></li> <li>• Programme Director – Ms Corbett, newly in the post, indicated that she will remain in post.</li> </ul>
<p>5.</p>	<p>Trustees:</p> <ul style="list-style-type: none"> <li>• All existing Trustees have agreed to stand, none are demitting.</li> </ul>

<p>6.</p>	<p>Open forum:</p> <ul style="list-style-type: none"> <li>• The (past) Chairman opened to the floor for any questions, commenting that as we come out of post pandemic and can meet, he hopes that CORESS will be front and centre at clinical conferences, offering to showcase its role at Annual Conferences. Also, advising he will remain a promoter of CORESS into the future.</li> <li>• Mr Keith Conradi observed that CORESS has now established its structure, reporting, analysis and publications and it is working well. Getting the message through to those at an earlier stage of their career is key and suggested that funding be used for this, noting it was helpful in CHIRP, as the next generation is so important. The PD agreed, commenting that the use of social media was clearly influential to those she spoke to at the ASiT conference.</li> <li>• Mr Mike Roddis commented on the need to find a way to reach others from the surgical environment, those who are not surgeons. Reaching this audience will ensure CORESS is better known and will generate reporting. Professor Smith agreed, noting the need to continue to seek contacts at the Association of Theatre Nurses and others, once identified and contact made CORESS can offer to present. <b>Action: Explore this further – PD/Administrator.</b></li> </ul>
<p>7.</p>	<p>Any Other Business:</p> <ul style="list-style-type: none"> <li>• Professor Smith thanked Lord Ribeiro for all his sterling work over the years and hoped he would remain in contact, promising the charity will keep him up to date with its development and progress.</li> <li>• The (past) Chairman thanked all for joining.</li> </ul>