CORESS ANNUAL GENERAL MEETING

Friday 4th April 2025
14:00 – 14:45
Zoom

MINUTES

Present:	Professor Sir Neil Mortensen	CORESS Chair
	Mr Keith Conradi	CORESS Deputy Chair
	Mr Nick Markham	CORESS Honorary Treasurer
	Miss Harriet Corbett	CORESS Programme Director (PD)
	Professor Frank Smith	CORESS Trustee
	Dr Mike Roddis	CORESS Trustee
	Dr Pallavi Bradshaw	Advisory Board Member
	Mr Alistair McCleary	Advisory Board Member
	Dr Felicity Plaat	Advisory Board Member
	Mr John Robertson	Advisory Board Member
	Dr Neil McGuire	Advisory Board Member
	Professor Narinder Kapur	Advisory Board Member
	Mr Mark Chapman	Advisory Board Member
	Ms Elizabeth McLennan	CORESS Fellow
	Mr Bishoy Yassa	CORESS Fellow
	Mr Shaneel Shah	CORESS Fellow
Apologies:	Mr Will Hawkins	CORESS Deputy Programme Director
	Mr Josh Burke	CORESS Trustee
	Mr Charles Ranaboldo	CORESS Trustee
	Mr Andrew Day	Advisory Board Member
	Mr Christopher Pring	Advisory Board Member
	Dr Annie Hunningher	Advisory Board Member
	Professor Peter Brennan	Advisory Board Member
	Professor Jaideep Pandit	Advisory Board Member
	Mr Behrad Barmayhevar	CORESS Fellow
	Ms Emily Mills	CORESS Fellow

1.	Welcome and apologies for absence. Chair • The Chair Professor Sir Neil Mortensen welcomed all attending, reminding all of the decision taken at last year's meeting to move the AGM to earlier in the year so it takes place closer to the end of the charity's financial year. • The Chair noted the apologies received from those unable to attend.
2.	Fellowship Feedback. Ms Elizabeth McLennan

	• The Chair welcomed Ms McLennan, invited to join the meeting and provide a taste of her time as a CORESS Fellow over the last year. Ms McLennan thanked the Chair for the opportunity to speak and shared a slide deck covering the following: ○ Personal Educational Benefit, Ms McLennan commented on the CORESS online resources available, the support of the PD and Professor Kapur and information circulated by CORESS all increasing her awareness of situations at work and becoming an advocate for reporting. ○ Raising Awareness, Ms McLennan stated the privilege of doing this, using the online reporting form to help all to learn, and commented how the inclusion of many of the surgical training societies in the Fellowship can be used as a platform. Individually Ms McLennan has presented at specialty and ASGBI events. ○ Mentorship and Collaboration Opportunities, Ms McLennan noted the benefit of hearing from the diverse areas represented by the Fellows and their different approaches to promoting CORESS, commenting the group has provided connections. ○ Projects and Research Opportunities, Ms McLennan provided an overview of the two abstracts she has drafted, one accepted and one submitted. Both based on her work with CORESS, providing an opportunity to promote CORESS nationally and internationally. ○ Database Creation and Initial Analysis, Ms McLennan has worked to create a database of CORESS cases, ensuring this is as searchable as possible and can be kept up to date so useable in the future. Ms McLennan's Initial analysis used the Non-Technical Skills for Surgeons (NOTSS) framework and human factors to create the first abstract drafted, this was accepted by ASGBI in 2024. A second analysis paper has been submitted in 2025. Further analysis is planned which will look at predictive factors, aiming to help the avoidance of mistakes. • Ms McLennan closed by stating she would highly recommend the Fellowship to others, and she will continue to promote CORESS. There Chair opened the floor for questions, none were received. The Chair thanked Ms McLennan for her interesting presentation and for taking the time to join the meeting. • *Post meeting note: Slides to be circulated with the minutes with Miss McLennan's approval.*
3.	Minutes of the last AGM, 13th September 2025: • The Chair directed all to (Doc A) the minutes of last year's AGM Meeting, asking for any issues with style or content. None were raised. **The minutes were accepted as received. Action: Administrator to file on the CORESS website.**
4.	Reports of Officers. (All reports were circulated in advance of the meeting.) • Chairman's Report (Doc B) – The Chair directed all to his report, providing an overview noting the bringing forward of the AGM, thanking Mr Keith Conradi for his role as Board Deputy Chair and Mr Will Hawkins in his absence for recently becoming Deputy Programme Director. The Chair reminded all of the importance, to CORESS as a charity, of fundraising and asked all to support by providing useful contacts. The Chair noted the success of the Fellowship. The floor was opened for questions or comments. **None were raised; the report was accepted as received. Action: Administrator to file.** • Financial Report and Accounts (Doc C & Ci) – Mr Nick Markham, the Honorary Treasurer

	directed all to the two financial reports in the AGM document pack. The Treasurer highlighted the Accounts noting that more was spent than earnt in the past year due to the end of the three year AXA Health sponsorship. The Treasurer noted the ongoing cost of running the App has ended, as the App has been discontinued based on level of use. Other ongoing costs include administration, web design, insurance and auditors. The Treasurer has split funds across several accounts to benefit from higher interest rates. The Chair thanked the Treasurer for his report and hard work, and thanked AXA Health for the support they have given over the three years of their sponsorship. The Chair invited questions. **None were raised; the report was accepted as received. Action: Administrator to file.** • Programme Director's Report (Doc D) – The PD invited all to read her report and noted good attendance and discussion at all Advisory Board's thanking the representatives for their time and efforts. The PD noted the high level of cases now banked for review, thanking the Fellows for submitting these. The PD provided a Fellowship overview, advising there have been 11 Fellows representing trainee organisations, the Moynihan Academy and one independent. Activities have included local and national presentations, abstract output and a case database. The database provided by Ms McLennan is being worked on to link to individual cases and will be available on the website in the future. The PD outlined upcoming presentations through the year, recognising how positive it is for CORESS to be invited. The PD updated that she is now in contact with the Royal College of Surgeons (RCS) of Ireland with the hope to publish CORESS articles, alongside the current four per year in Surgeons News by RCS of Edinburgh, and three per year in the Annals by RCS of England. The PD acknowledged the support of AXA Health as a sponsor. The Chair thanked the PD for all her efforts and opened to the floor for questions. **No questions were raised, the report was accepted as received. Action: Administrator to file.**
5.	Officers**:** • The Chair advised the AGM he would remain as Chair. Mr Conradi would remain as Deputy Chair, Mr Markham as Honorary Treasurer and Miss Corbett as PD. Mr Will Hawkins is newly appointed as Deputy PD and remains in post. The Chair asked for any objections. **None received, the officers stand.**
6.	Trustees**:** • The Chair advised that all trustees, Dr Roddis, Mr Ranaboldo, Professor Smith and Mr Burke have agreed to stand. The Chair asked for any objections. **None received, the Trustees stand.** The Chair thanked all Officers and Trustees for their time and services, offered pro bono.
7.	Open forum: • The Chair opened to the floor for any questions or suggestions. **No questions were raised.**
8.	Any Other Business: • The Chair thanked all for attending, Ms McLennan for her presentation, the officers and trustees and Administrator for their work. The Chair advised the 2026 AGM will be a similar date and time in 2026.