
MINUTES OF ANNUAL GENERAL MEETING

East Belfast Mission,
Skainos Square,
239 Newtownards Road,
Belfast, BT4 1AF,

1. Welcome and Introduction

2. Present:

Mark Burleigh (MkB), Derek Fraser (DF), Don Gambler (DG), Norman Harrison (NH), Derek Johnston (DJ), Caroline MacAfee (CMc), Iain Macritchie (IM), Brenda Maitland (BM), Vivienne Manley (VM), David Mitchell (DM), Jack Moore (JM), Karen Murphy (KM), Mark Stobert (MS), Phil Wright (PW)

3. Apologies

Martin Bradley (MtB), Mary Currie (MC,) Paul Graham (PG), Stephen Thornton (ST)

4. Welcome

DF welcomed those present to the AGM

He also announced that UKBHC had now officially become UKBHC Ltd. And was registered with Companies House.

5. Minutes of the AGM held on Wednesday 23 September 2014 Churches Together In England Tavistock Square, London, were read out and agreed.

6. Presentation on the Process of Application to Professional Standards Authority (PSA) for Authorised Voluntary Register (AVR) status by Mark Stobert



Members of the board introduced themselves and outlined their role on the board. MS asked how the Journey Forwards felt for those gathered and particularly for new chaplains?

Affirming comments were received from those present. NH in particular was delighted with the sense of professional approach that UKBHC was taking.

7. Academic Standards

DF presented the revised Competencies and Capability Framework that is inclusive of levels 1 – 8. DF advised the meeting that a review of the process by which CPD returns were audited was underway and being led by Mary Currie, a lay Board Member.

8. Professional Advisors

There was no report. Malcolm Masterman had retired from the post. Tony Kyriakides will be taking up the post.

9. Registrar

IM reported that there were currently 418 registrants

The question was put, “Does registration/suspension affect one’s employment?”

UKBHC is a voluntary register. Registration is one clear that a registrant can demonstrate their commitment to high standards of professional healthcare chaplaincy practice.

10. Treasurer

DM presented a reported that UKBHC had a surplus of £5,484

He highlighted that all Directors are honorary and unpaid

There had been some issues with payment and receipt for payment but this had been resolved. Registrants had experienced difficulties when using work computers to arrange payment. Updated advice will be available on the website soon.

Fees for 2016 would remain at £35 payable by end June 2016

Fees for 2017 would increase to £50 payable by end June 2017

The meeting expressed thanks to DM

11. Website

The website has been updated and improved 'behind the scenes'

UKBHC has requested a grant from NHS England to make upfront revisions

12. Newsletter

PW has agreed to be the new editor of the Newsletter and will produce a Christmas edition.

13. AOB

The question was asked, "How are trusts working with Data Protection Act?"

DF reported that Addenbrookes were now paperless and required the chaplains to have access to the record system.

14. DF thanked those present for their attendance.