



UNCONFIRMED

Minute of the Annual General Meeting held in College on Friday 1 December at 4:30pm

Present

The President welcomed all Fellows and Members present, and those in attendance, including:

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| Dr Steve Graham | Chief Executive Officer |
| Dr Linda Irvine | Deputy CEO, Head of Membership and Global Engagement |
| Ms Heather Ferguson | Finance Director |
| Ms Valerie Hogg | Head of Examinations and Assessments |
| Dr Hazel Hynd | Head of Education, Training and Professional Development |
| Ms Gillian Donald | Scott Moncrieff |
| Mr Michael Wilson | Speirs and Jeffrey |
| Ms Gillian Harkness | Burness Paull LLP |

1.	Apologies	<u>Action</u>
	<p>The President noted that apologies had been received from 26 Fellows and Members.</p> <p>The President asked all to be upstanding to remember the 28 Fellows and Members of the College whose deaths were notified to the College during the year October 2016 to November 2017. The President paid particular tribute to the following:</p> <ul style="list-style-type: none"> • Dr Denton A. Cooley • Lady Marion Fraser • Professor Sir David Todd • Professor Tessa Laurie Holyoake <p>The President noted that there were a total of 1028 admissions to the College during the 12 months to the end of September 2017. This figure includes 83 elevations and 5 Honorary Fellows. He explained that the total College Membership as of October 2017 was 14,034, an increase of 7% on the same period last year. Core Membership (which excludes student and affiliate members) has increased by 3.5% to 11,772.</p>	
2.	<p>Minute of the Annual General Meeting held on Friday 2 December 2016</p> <p>The President asked if the minute of the last AGM was true record of the meeting. This was approved.</p>	
3.	<p>Matters arising from the minutes</p> <p>There were no matters arising from the minutes.</p>	
4.	<p>President’s Report</p> <p>The President reflected on 2017 as a year of intense activity for the College. There has been tangible growth, evident in our membership, finances and areas of consolidation. Professor Galloway encouraged members to read the Annual Report for a full account of the College’s activities and achievements during 2017. Particular highlights include our Excellence in Healthcare conference and our celebration of 50 years of Dental Fellowship.</p> <p>The President noted that 2017 has been a year of upheaval, both physically and ideologically. The past year has seen the College fully complete the refurbishment of 19 Blythswood Square. The redevelopment work in 232 – 242 St Vincent Street is also virtually complete. Professor Galloway drew particular attention to the innovative decoration and themed public areas in the College building. Looking towards the coming months, the President made special mention of a number of developments, including:</p>	



- The opening of our Davies eLearning centre, a state of the art digital recording resource which will allow substantial enhancement of the educational provision we aspire to provide.
- The opening of our Macewen Clinical Skills Laboratory. The President noted that an important element of delivery here will be to have the premises licensed by Her Majesty's Inspector of Anatomy in Scotland, in order to carry out some high fidelity surgical training.
- The President noted that additional space has been freed up within the College, increasing the number of events we can accommodate, including more external events under the banner of 1599 at the Royal College.

The President reported that our international expansion has seen a growth in membership of 32% over the past five years. We have also seen significant developments in the College educational programme and growth in our national and international examination diets.

Professor Galloway highlighted the strategic investment in staff, approved by College Council, which has seen 21 additional staff recruited. This will allow the College to build organisational capacity to support the delivery of our College Strategic Plan. We have recruited new senior roles in marketing and in public policy, in line with our drive to increase our public profile.

The President noted that the publication and launch of *Global Citizenship in the Scottish Health Service* has been a particular highlight of the past year. Professor Galloway praised this remarkable and insightful piece of work which was driven by Mr Stuart Fergusson, our Scottish Clinical Leadership Fellow for 2016-17. Professor Galloway highlighted that both Stuart and our Global Health Director, Mr Mike McKirdy, visited Westminster at the behest of Lord Nigel Crisp this week to present details to an all-party group in the House of Lords.

The President highlighted that we have struggled to recruit for surgical membership examinations in India, for reasons that are many and inter-related. We have tried to focus on a more restricted examination programme but an expanded QA programme. This works well in Malaysia where we already have successful Fellowship examinations in Urology, and are on the threshold of working in a similar way with Plastic Surgeons there. Professor Galloway noted that we have an impressive and diverse portfolio of international activity.

The President commended the vision of our Heritage team. Funding resulting from our Museum accreditation has led to the appointment of an Artist in Residence. Many innovative events have been held; the most recent of these celebrated the diversity of our College Membership and Fellowship and proved to be very successful. The President also noted the newly restored President's Chair.

The President reported that the Chairmanship of the Federation of Medical Royal Colleges has rested with RCPL for 2017, and that movement towards consolidating our new relationship has been much slower than we would have preferred. Discussion on governance and the new financial arrangements are taking considerable time. Professor Galloway will take over the Chairmanship of the Federation in December, with the stated aim of picking up the pace and delivering the new arrangements as rapidly as we can.

There is also a reconfiguration underway of our relationship with the other surgical Colleges, working towards the recognition of the intellectual input into the MRCS and the disadvantage accruing to our College as a result of the examination changes introduced some thirteen years ago. Like the arrangements with the other medical Royal Colleges, this will translate into some financial gain for the College.

The President praised the engagement of all Council Members, paying special tribute to those who have come to the end of the current terms of office. Professor Galloway acknowledged the tremendous help and contributions of Professor Stuart Baird, who demitted as Dean of the Faculty of Podiatric Medicine after his term of three years. Professor Robert Ashford was



welcomed as Dean this year.

The President expressed his gratitude to Dr Richard Hull, who was co-opted as Honorary Secretary and has taken to the role with skill, insight and enthusiasm.

Professor Galloway noted that the contributions of Mr Kevin Baird (VP Surgical) and Dr Iain Findlay (VP Medical) will be missed; both have served with distinction and enthusiasm.

The President reported that Jane Chiodini was duly elected as Dean Elect of the Faculty of Travel Medicine. Jane has been an active member of the Travel Medicine community and will take on the position of Dean in 2018.

The President praised the committed and enthusiastic work of the College staff, in particular the integral work of Mrs Sandra Clearie in the President's Office.

Professor Galloway continues to regard his present role as a distinct privilege and looks forward to working with all Councillors and Office Bearers, both current and those duly elected at this meeting. The President has always maintained an open door policy to any Fellow or Member and that continues to be the case for the year ahead.

In conclusion, the President invited questions from those in attendance. No questions were asked. The President invited Dr Steve Graham, CEO, to give his report.

5. Chief Executive Officer's Report

The CEO noted that this year's Annual Report has undergone a significant face-lift, having been developed around themes most closely describing our College – engaging, progressive, community, innovative, charitable, multidisciplinary, diverse and international. Dr Graham expressed his sincere thanks to Dr Elaine Mulcahy and our Marketing and Communications team for producing such a high-quality piece of work in a relatively short period of time.

Dr Graham made special mention of the support our clinicians across the faculties give voluntarily to the development and enduring success of the College. The CEO estimated that in excess of 3,500 days of volunteering was undertaken across College over the past year by our Fellows and Members and expressed the enormous debt of gratitude that we owe to this community.

The CEO noted that the College's Membership numbers recently pushed through 14,000 for the first time, and that our retention rate will be close to 95% this year, as it has been in previous years. Examination candidates and attendees at our Education and Training events are also both at their all-time highest. Dr Graham noted that these results reflect the importance we continue to place on membership support, excellence and relevance in education, professional standards and examinations.

In April this year, College Council approved a refreshed five-year financial plan setting out investments planned in new infrastructure, new digital systems and additional staffing resources. Dr Graham noted that this refreshed strategy is backed up with Faculty development plans, which now have the infrastructure and resources to deliver on these.

The CEO confirmed that that the College remains in a relatively strong financial position, achieved through prudent investment of strategic reserves. There has also been a great deal of hard work put into gaining a stronger footing on all intercollegiate matters with our sister Royal Colleges, with the real prospect of a better financial outturn from our joint working with them.

Dr Graham highlighted a number of initiatives resulting from our comprehensive membership survey, which was carried out over the summer. These include:

- Adopting a "One College" approach to build partnerships with our membership, supporting them in their lifelong learning journeys.



- Innovation and digital technology will be used to transform the way we interact with and add value to our Fellowship and Membership. The CEO noted that we have already established single sign-on functionality to our website and to *My College Online*. We have also replaced our financial management and reporting systems, as well as the recent launch of an online expense system.
- +21 additional members of staff have been recruited in support of our strategic plans. A staff survey and an all staff 'away-day' were held in the first half of the year.
- Redevelopment of the College building. This £2.75M project will modernise our facilities, and provide us with the physical and digital infrastructure to expand and grow our education, clinical skills and eLearning capabilities through developments in the Macewen Surgical Skills Centre and the Davies eLearning centre. A number of open door events will be held in early 2018 to showcase these facilities.

The CEO expressed gratitude to the generous funding provided by the Davies Charitable Trust and its Trustees over the past 5 years. Without this funding, these plans could not have been realised so quickly.

Dr Graham announced that the HOPE Foundation, which continues on the success of the College's Global Health programme, is being formally launched at this AGM. The purpose of the HOPE Foundation is to enable the College to raise and provide much needed funding support to local, national and international charitable activities aligned to our College's own charitable purpose.

With the approval of Council, the HOPE Foundation is intended to operate with its own independent board. We are in the process of recruiting a non-exec chair, two non-exec directors and two trustees from our Council to the Foundation board. Greg Trout, an inspirational three-time cancer survivor and motivational speaker from our Excellence in Healthcare 2017 conference has agreed to be our first global ambassador. The aim is to recruit many more ambassadors as the Foundation grows and flourishes.

The CEO announced approval of the first two projects for the HOPE Foundation:

- This Kings College London Sierra Leone Partnership. With KCSLP we will co-fund £10K in support of a twelve-month Global Surgical fellowship in Connaught Hospital, Sierra Leone.
- The Glasgow City Mission – We will contribute £10K towards the running of the Glasgow Winter Night care Shelter from 1st December to 31st March. This will support direct shelter and care for Glasgow's homeless, as well as ensuring these guests are referred as critical healthcare interventions to NHS Hunter Street.

In conclusion, Dr Graham remarked that we have delivered some truly remarkable work over the past twelve months, and expressed his gratitude to the support received from the President, Officer Bearers, College Council our wider community of clinical volunteers, our external professional advisors and all of our College staff.

The President invited questions for the CEO. No questions were asked. The President invited the Honorary Treasurer to present his report.

6. Annual Financial Statement: Report by the Honorary Treasurer

Dr Rajan Madhok highlighted that copies of the full and audited accounts are available for inspection.

Dr Madhok explained that as of March 2017 income has increased to £6.15 million. There has been an increase in Membership and Examination income. The Treasurer noted that some figures have been readjusted because of the timing of exams. We have achieved a surplus with our Educational activities. Investment income is slightly down on the previous year, due to numerous factors including the way in which we have managed the investments.



College direct expenditure has increased, due largely to higher staff costs associated with the recruitment of additional staff. Our venue costs have increased due to the redevelopment of the College building.

Dr Madhok drew attention to the deficit of £596K for 2017. This is due to a combination of factors, including the depreciation of assets, the large legal cost associated with changes to the Federation, and the cost of external venue hire during the refurbishment.

Our Investment portfolio has increased, as have our assets, with the redevelopment of College buildings.

The Treasurer acknowledged the support given by the Davies Fund and its trustees, for which the College is very grateful. Dr Madhok noted that he was personally indebted to Ian Anderson, and thanked Steve Graham, Heather Ferguson, Marina Sutherland, Mark Allison, Mike Wilson, Gillian Donald and Jen Alexander for their support.

The President invited questions. No questions were asked and the President invited the outgoing Vice President (Medical), Dr Iain Findlay, to provide a short report.

7. Report by the Vice President (Medical)

Dr Iain Findlay noted that there have been many highlights during his term, including the development of the core medical curriculum and its adoption internationally. The College input into the development has been significant.

The Vice President affirmed that our international strategy is in the safe hands of Professor David Richens. Dr Findlay also noted that we talk so little of growth in Scotland, and this needs more attention, particularly with the growth of Fellowship.

Dr Findlay thanked all of those who have offered their support, and gave special thanks to Valerie Hogg.

The President thanked Dr Findlay for his service and invited the outgoing Vice President (Surgical), Mr Kevin Baird, to provide a short report.

8. Report of the Vice President (Surgical)

Mr Kevin Baird noted that his connection to the College dates back to 2004. Although having sat examinations with the Edinburgh College, the Vice President has felt a much stronger connection to Glasgow.

Mr Baird recalled the how terrifying the first Council meeting seemed, not quite knowing how to approach the multidisciplinary nature of the College. However, the Vice President quickly began to regard the College as a cosmopolitan, eclectic group of individuals.

Personal highlights have included the development of CASC and the building project. As Vice President for surgical examinations there have been a number of highs and lows. A recent low point was seeing the recent MRCS OSCE cancelled due to low candidate numbers, although this is rebounding for the February diet. Highlights have included the flourishing FRCS Ophthalmology exam, and the ISFEs, which continue to go from strength to strength.

Mr Baird has really enjoyed attending the Admission Ceremonies, which are a culmination of many years hard work and sacrifice for the delegates. Seeing the Global Health work come to fruition has also been a highlight.

The Vice President expressed great hope for the future of the HOPE Foundation, and thanked all the Office Bearers, Council and staff who have made the role so interesting and enjoyable.



The President thanked Mr Baird for his service and invited Professor Graham Ogden to provide the Faculty of Dental Surgery Report.

9. Report of the Vice President (Dental)

Professor Ogden confirmed that Core Membership of the faculty continues to increase by approximately 10% every year, many of whom work in primary care, and that student membership has also continued to increase significantly. Professor Ogden noted that key positions have been given to those with a primary care background, including Donald McNicol as representative on NDAC, and Steve Bonsor on the editorial board of Dental Update.

The results of the membership survey have been helpful in confirming the direction of travel for the Dental Faculty. We have been developing our eLearning offering, and much work has been done under the banner of 'supporting your career in dentistry'. Two Vice Deans, Jeremy Bagg and Christine Goodall, have taken a particular interest in developing the way the Dental Faculty communicates using social media.

The Dental Membership & Global Engagement Board, under the interim Chairmanship of Andrew Forgie, have worked hard to process applications for Membership as well as to disburse the many awards, several of which through the generosity of the T C White Fund.

Professor Ogden noted concern that, as a consequence of our success in attracting new members, the cost of Dental Update is placing significant strain on the T C White fund. The faculty have also sought to tighten rules for acceptance of candidates who already hold an FDS or an MFDS from another college that hasn't arisen from an examination. There is concern that some were merely accumulating post nominals for little effort or contribution to College life.

Professor Ogden reported that Julie Bailey, at the recommendation of the Dental Faculty, was awarded the President's Medal at the recent Admission Ceremony. An Honorary Fellowship of the Dental Faculty was also bestowed upon Professor Paul Speight, for his contribution to dental academic life in Scotland.

Professor Ogden is most grateful to Iain Buchanan, the outgoing Director of the Dental Education and Professional Development Board, for the considerable input he gave to the College during his tenure. This Board is now under the directorship of Jimmy Boyle, who brings an expertise from primary care.

A particular highlight of the past year was the celebration of 50 years of Dental Fellowship in June 2017. Many previous Deans (or Convenors of Dental Council) were present, including the only surviving member of the original Dental Council in 1967, Professor Sir David Mason. Reminiscences from the past 50 years will be included in the next two editions of College News.

The Ben Walton Trust charity was recently gifted to the College (over £90,000). This will be used to fund two awards, a lectureship one year and scholarship and teaching the next. The first lectureship has been awarded to Professor Saman Warnakulasuriya, who has worked closely with the BWT since its inception and published joint work with them on oral cancer within younger people.

Professor Ogden is most grateful to Helen Patterson, Honorary Secretary of the Dental Faculty, for collating responses to the various consultations over the last year, as well as being the faculty's representative on College Council.

The Dental Examinations Board, under Directorship of Andy Edwards, continues to witness increasing numbers for MFDS. Professor Ogden thanked the exam teams, for part 1 Nicky Cross and for part 2 (North West) Joanna Birdsall and Sarah Pollington who have all put in a huge amount of effort to ensure we continue to run the examinations so successfully.



The Dental Faculty continues to work with our Bi-Collegiate partner RCS England with the monospecialties in Restorative Dentistry and in particular with the orthodontic IMOrth examination. It is our turn to Chair the committee that looks after these exams and Professor Bagg will take on this role at the next meeting in December.

Professor Ogden thanked the administrative officers at the College, giving particular mention to Steve Graham, Linda Irvine, Hazel Hynd, Ruth Gurd, Valerie Hogg, Annalee Sims, Muir Brown and our President David Galloway. Professor Ogden gave his sincere thanks to Lyn Cranwell, for all her hard work on behalf of the Dental Faculty.

The President thanked Professor Ogden and invited Group Captain Andy Green to present his report for the Faculty of Travel medicine.

10. Report by the Dean of the Faculty of Travel Medicine

Group Captain Andy Green confirmed that all key performance indicators identified in the 2016 Report were delivered during the year. The significant achievements by category were as follows:

The final Diploma in Travel Medicine course was delivered (September 2016 – September 2017). The new Membership in Travel Medicine course ran from May 2017 to December 2017. Two Foundation in Travel Medicine Courses have run (December 2016 & November 2017). A new London based course will start in March 2018, which will be the first time this has run outside of Glasgow. There was intense activity to develop and market the new MFTM course within very tight timelines by College and Faculty personnel; delivery of two parallel courses was a significant increase in workload for College staff, as was planning for the new London course.

Examinations:

- 33 successful diplomates
- 10 Successful MFTM candidates (December 2016) 35 sitting the examination in December 2017

We are considering the feasibility of multiple diets and/or extended examinations in 2018 to cope with the increase in numbers.

Education:

- 4 Seminars/conferences organised, 1 webinar
- "Travel Medicine Bites" with Emporiatrix Journal.
- Educational themes now mapped against FTM strategy
- Planned joint meetings with Royal Pharmaceutical Society, Defence Medical Services and the International Association of Physicians for the Overseas Services.

Membership

- Annual growth at 9%
- Changes in regulations at 2016 AGM to allow direct admission as Members, wider access to non-medically qualified practitioners
- New initiative for 2017-18 to drive direct recruitment of suitability qualified/experienced practitioners, with ambitious targets for growth.
- Significant concerns about demands placed on volunteers to undertake College business.

Networking:

- College Strategy development aligned with FTM Strategy 2016-2021
- Annual review of FTM Strategy to be discussed in College Council each February
- Membership Survey identified specific FTM issues, these are being addressed.

2017-2018 Key Performance Indicator Targets:

- a) Significant growth in membership



- b) Expansion of Training Courses, to include improved online accessibility and residential courses in more locations away from Glasgow
- c) Burden sharing of FTM responsibilities across wider membership base, to ensure future resilience and viability of Faculty

The Dean reported on increasing pressure of work on both College employees and Faculty Members who freely give their time and this has been a significant issue this year. The Dean paid tribute to the efforts of all members of the FTM Executive Board for their work, and those others who have supported them through sub-committees and ancillary activities.

Group Captain Andy Green made special mention of Muir Brown, Sue Campbell and Lesley Haldane for their outstanding work over the year.

The President thanked Group Captain Andy Green and invited Professor Robert Ashford, Dean of the Faculty of Travel Medicine, to present his report.

11. Report by the Dean of the Faculty of Podiatric Medicine

Professor Ashford thanked his predecessor, Professor Baird, for his tireless work in steering this new fledgling faculty into an active and integral part of the College.

The Dean confirmed that the first cohort of candidates have now taken the membership examination. Six candidates sat with twelve examiners and a raft of supporting staff from the examinations department. Professor Ashford thanked Mrs Skinner and her examination team, Valerie Hogg, and also Mr David Wylie, who generously offered his department at the Queen Elizabeth Hospital for the OSCE stations.

Professor Ashford reported that a range of eLearning materials are now available. These have been produced to support examination preparation, CPD and the International Education Programme. This programme, developed in collaboration with the Indian Medical Association Tamil Nadu, is now up and running, with the full support of the International Director and the Executive Board of the College. The pilot programme has identified twenty family physicians from the state of Tamil Nadu. If successful, the programme will be extended across selected areas of India.

The Dean noted that the Faculty has had a highly successful educational programme over the last year, including several symposia delivered outside of Scotland. These included a student engagement day at the University of Northampton and a sponsored lecture delivered at the international diabetic conference in Dubai by Dr Noor Janahi. The syllabus for next year is complete and includes current and contemporary topics.

Professor Ashford reported that the Education Board have been working on an educational endorsement process for HEIs. The Dean confirmed that this documentation has been completed and there is now a process whereby all types of educational programmes can apply to the Faculty for their respective programmes to be endorsed by the College. The University of Malta undergraduate degree programme were successful in their submission and now have their full programme endorsed by the Faculty.

The Executive Board has recently taken on board two initiatives. Firstly, the Board is developing a Regional Advisors' engagement strategy, the implementation of which will be discussed at forthcoming executive board meetings. The second initiative is to develop a more robust and transparent communication strategy. Both of these initiatives will be honed by the Board and incorporated into the Faculty Strategic Plan.

The Dean reported that membership of the faculty is growing steadily. There are currently 366 members of the faculty spread over 16 countries. The UK has the majority of members, but there are also good numbers in the USA and Australia.



Professor Ashford thanked his podiatry colleagues on the Faculty's committees as well as the many volunteers for their support. A considerable amount has been achieved since the inauguration of the Faculty in 2012. The backing received from colleagues in the other four Faculties, and from the President, has been immeasurable. The Dean thanked the College community for the support given, with particular mention to Dr Linda Irvine, for her unstinting support.

The President thanked Professor Ashford and invited the Registrar, Dr Roddy Neilson, to present proposed amendments to the Regulations and Bylaws.

12. Proposed Amendments to the Regulations and Bylaws

The Registrar introduced the proposed amendments to the Regulations and Bylaws.

Dr Neilson read out the proposed amendments as detailed in resolutions A – G in the agenda and explained the rationale behind these proposals.

Resolution A was approved, seconded by Dr Asad Zoma

Resolution B was approved, seconded by ?PMcN?

Resolution C was approved, seconded by Mr John Drury

Resolution D was approved, seconded by Mr John McGregor

Resolution E was approved, seconded by Mr Mike McKirdy

Resolution F was approved, seconded by Mrs Alison Lannigan

Resolution G was approved, seconded by Dr Jackie Taylor

13. Election of Officer Bearers and Members of Council

The President announced the results of the election of Officer Bearers and Council Members.

a) President Elect

The President announced that two nominations were received for the post of President Elect and that Dr Jackie Taylor has been duly elected to serve for one year, and thereafter will be elected President for a period of three years.

b) Vice President (Medical)

The President announced that two nominations were received for the post of Vice President (Medical). A ballot was conducted and Dr Hany Eteiba has been duly elected to serve for one term of three years.

c) Vice President (Surgical)

The President announced that two nominations were received for the post of Vice President (Surgical). A ballot was conducted and Mrs Alison Lannigan has been duly elected to serve for one term of three years.

d) Honorary Secretary

The President announced that one nomination was received for the post of Honorary Secretary and Dr Richard Hull has been duly elected to serve for a first term of three years.

e) Ordinary Councillor (Physician)

The President announced that two nominations were received for the two vacant posts of Ordinary Councillor (Physician) and that Dr Brian Murphy and Dr Moe Oo have been duly elected to serve a first term of four years.



f) Ordinary Councillor (Physician) <10 years GMC registration

The President announced that one nomination was received for the post of Ordinary Councillor (Physician) <10 years GMC registration and that Dr Arrianne Laws has been duly elected to serve for a first term of four years.

g) Ordinary Councillor (Surgeon)

The President announced that four nominations were received for the two vacant posts of Ordinary Councillor (Surgeon) and that Professor Colin McKay and Mr Jonathan Hannay have been duly elected to serve for a first term of four years.

The President announced that no eligible nominations were received for the posts of Regional Councillor (Surgeon) outwith Scotland and Regional Councillor Scotland West (GGC, Lanarkshire, Ayrshire & Arran, Dumfries and Galloway). Professor Galloway noted that Council will discuss these vacancies at its next meeting and consider appointing individuals directly into these posts in accordance with the provisions of paragraph 3.27 of the College Regulations.

The President thanked all those demitting office from College Council, namely:

- Dr Iain Findlay for his service as Vice President (Medical)
- Mr Kevin Baird for his service as Vice President (Surgical)
- Dr Adrian Stanley, Mr Sanjeev Chitnis, Dr Hany Eteiba and Professor David Richens for their service as Ordinary/Regional Councillors.

The President invited all the newly elected Council members present to come forward and sign the College Electoral Register.

14. Appointment of Auditors

The President proposed that Scott-Moncrieff, represented today by Gillian Donald, be reappointed as the auditors of the College's Finances. This was agreed and seconded by Dr Asad Zoma.

15. Appointment of Clerk and Legal Advisor

The President proposed that Burness Paull LLP, represented today by Gillian Harkness, be reappointed as Clerk and Legal Advisor for the following year. This was approved and seconded by Mr Alex Vesey.

16. Any Other Competent Business

The President noted that no items of competent business have been received.

17. Date of next meeting

The President confirmed that the next AGM will take place on Friday 7th December 2018 at 4:30pm.

The President declared the meeting closed and invited all Fellows and Members to sign the attendance book and stay for a drinks reception in the Lower Library.