



**BSCCP Hybrid Annual General Meeting
Birmingham Metropole Hotel
27th April 2023 at 1pm**

Attendees

BSCCP members

1. Approval of Minutes from Previous Meeting, Ms Theresa Freeman-Wang

Minutes of previous AGM reviewed and ratified by members.

2. Treasurer's Report BSCCP 2022 Final Accounts – Julia Palmer

	Total Funds 2022 (£)	Total Funds 2021 (£)
Income from	-	3,351
Donations	158,330	155,930
Charitable activities	160,398	308,120
- Membership fees	10,000	40,091
- Conference income	95,949	194
- Visit Belfast grant	-	16
- Course income	3,524	
- Other income		
Investments		
Total Income	428,201	507,702
Expenditure on	438,201	330,485
Charitable activities		
Total Expenditure	444,541	330,485
Net movement in funds	(16,340)	177,217
Reconciliation of funds	601,537	424,320
Total funds brought forward	(16,340)	177,217
Net movement in funds		
Total funds carried forward	585,197	601,537

Treasurer's report is reporting on financial activities for the year ending 31st December 2022. MacIntyre Hudson are BSCCP's accountants appointed in 2019. Since then, a significant amount of money has spent on accountants each year and in 2022, the cost was £11,625. They are however a top 15 accountancy firm and are very reliable. There will be a change for next year from an 'annual audit' to a 'review', which means next year BSCCP will spend slightly less on assessing their accounts.



Income and expenditure - Membership fees and conference income are the biggest sources of income on an annual basis. There is a big difference between conference income from conference in 2021 compared to 2022. The conference in 2021 was purely virtual so created a surplus.

The drill down to the total income for the year, shows that there is a substantial difference between 2022 to 2021, this was due to the fact we were buffered by that virtual only conference in 2021.

Comparing the total expenditure and the total income, shows that that last year BSCCP were in a 16,000 plus deficit. That equates to excess of expenditure over income was last year. The overspent was due to a complete revamp of the BSCCP website, which now includes a members' learning zone.

ANALYSIS OF EDUCATIONAL GRANTS							
	Grants to institutions 2022 (£)	Grant to individuals 2022 (£)	Total Funds 2022 (£)		Grants to institutions 2021 (£)	Grant to Individuals 2021 (£)	Total Funds 2021 (£)
Grants	20,000	24,991	44,991		20,000	-	20,000
The Charity has made the following material grants to institutions during the year:							
Jo's Cervical Cancer Trust	2022 (£)				2021 (£)		
	20,000				20,000		

If we look at where our money goes last year, if we look at what we did in grants, £20,000 went to Jo's Cervical Cancer Trust and £24,991 was the Jordan Singer Award.



ANALYSIS OF EXPENDITURE BY ACTIVITIES				
	Activities undertaken directly	Grant funding of activities	Support costs	Total funds
	2022 (£)	2022 (£)	2022 (£)	2022 (£)
Conferences	158,011	-	17,929	175,940
Education	20,308	44,991	203,302	268,601
	178,319	44,991	221,231	444,541
	Activities undertaken directly	Grant funding of activities	Support costs	Total funds
	2021 (£)	2021 (£)	2021 (£)	2021 (£)
Conferences	80,068	-	16,352	96,420
Education	21,049	20,000	193,016	234,065
	101,117	20,000	209,368	330,485

When we look at further expenditure (drilled down from conferences, education and overall activity), you'll see at the end of the last column, our total expenditure in 2022 is 444,541. This is due to a significant investment to the website and members' learning zone. In 2021 we spent significantly less money (£330,485) due to hosting a virtual only conference.

ANALYSIS OF EXPENDITURE BY ACTIVITIES (CONTINUED)							
	Conference	Education	Total funds		Conference	Education	Total funds
	2022 (£)	2022 (£)	2022 (£)		2021 (£)	2021 (£)	2021 (£)
Venue Hire	49,206	-	49,206	Virtual Platform	27,058	-	27,058
Speakers expenses & accommodation	11,895	-	11,895	Speakers expenses & accommodation	1,060	-	1,060
Training & other conference expenses	42,050	-	42,050	Training & other conference expenses	8,486	-	8,486
Administration & financial expenses	36,827	-	36,827	Administration & financial expenses	34,338	-	34,338
Education courses expenditure	-	18,308	18,308	Education courses expenditure	-	21,049	21,049
Website, IT and promotional costs	16,533	-	16,533	Website, IT and promotional costs	7,476	-	7,476
Bursaries & prizes	1,500	2,000	3,500	Bursaries & prizes	1,650	-	1,650
	158,011	20,308	178,319		80,068	21,049	101,117

Further drill down from conference and education side, shows the obvious feature is the comparison to how much venue hire costs for a conference as opposed to a virtual platform.



2023 - BSCCP has expenditure for both venue hire as well as virtual platform. Next year's (2024) conference (accreditation year) in Edinburgh will be in person attendance only, the BSCCP would be grateful for membership support, so please sign up to attend.

ANALYSIS OF SUPPORT COSTS							
	Conference	Education	Total funds		Conference	Education	Total funds
	2022 (£)	2022 (£)	2022 (£)		2021 (£)	2021 (£)	2021 (£)
Staff costs	14,929	134,359	149,288		12,913	116,223	129,136
Bank charges & interest	-	2,733	2,733		-	2,341	2,341
Website, IT & promotion	-	22,427	22,427		-	21,634	21,634
IFCPC dues	-	7,194	7,194		-	7,184	7,184
EFC dues	-	5,351	5,351		-	5,231	5,231
Insurance	-	4,236	4,236		-	3,636	3,636
Office costs	-	4,236	4,236		-	3,636	3,636
Legal & professional fees	1,313	11,820	13,133		949	8,538	9,487
Governance costs	227	2,043	2,270		790	7,105	7,895
Learning zone support and hosting costs	1,460	13,139	14,599		1,222	10,993	12,215
Depreciation	-	-	-		-	5,289	5,829
	-	-	-		478	4,302	4,780
	17,929	203,302	221,231		16,352	193,016	209,368

The other aspect to consider in the BSCCP finances are things like support costs – Sharon, Elaine and different members of BSCCP staff over the years and obviously we therefore have staffing costs. They are however invaluable and essential for the Society functioning.

We also have dues to other societies like the European Federation and the International Federation. And ongoing fees for learning zone and IT maintenance costs.

3. Honorary Secretary's Report BSCCP 2022 – Nicholas Myerson

Elaine, Sharon and Jana and Pov (emergency support from the Whittington) were thanked for all support.

Honorary secretary gave a brief overview - On 30th June 2021, the BSCCP Trustees entered into a Transfer Agreement by which the assets and liabilities of the former charity transferred to the new CIO. From 1st July 2021, the BSCCP has operated as a CIO and the former unincorporated charity was wound up and removed from the Charities Register. This was a significant change in terms of the administration of the society, however, it has not affected members or the way the society is experienced by members on a day-to-day basis.

The objects of the new CIO are:



For the public benefit to protect and promote the health of the public, in particular (but without limitation) by:

- promoting research and the dissemination of the useful results
- training and education of professionals in relation to the nature, causes, diagnosis, prevention, treatment and cure of cancers of the cervix and lower genital tract and
- by providing information and raising public understanding of such matters.

Key facts/figures from Certification and Training Committee (chaired by Jenni Byrom):

2022 dates for exams and courses:

Virtual OSCEs via OSLER Platform

- 21st-22nd March 2022 – 48 candidates
- 27th June 2022 – 24 candidates
- 19th-20th October 2022 – 48 candidates

BSCCP Virtual OSCE Prep Courses

- 16th February 2022 – 24 Candidates
- 21st September 2022 – 24 Candidates

BSCCP Virtual Advanced Course

- 3rd March 2022 – 103 Candidates
- 18th November 2022 – 110 Candidates Whittington/Hybrid

2023 dates for exams and courses:

Virtual OSCEs via OSLER Platform

- March 2023 – 96 Candidates
- 9th-10th October 2023

BSCCP Virtual OSCE Prep Courses

- Feb 2023 – 24 Candidates
- 13th September 2023

Sep 2021 – 2024 Colposcopy and Trainer Reaccreditation:

- Accredited Colposcopists – 1430
- Accredited Trainers – 306
- Colposcopists who have not reaccredited are advised to complete the over 4 years reaccreditation process which can be found on the BSCCP website.

Membership as at 31/12/2022:

Members total	2254
Certified Colposcopists	1430
In training	414



New Trainees registered in 2022	196
Nurses in Training	49
OSCE candidates in 2022	119
Trainees passing OSCE in 2022	111
OSCE failures in 2022	8
Overall OSCE pass rate in 2022	93%
Accredited Trainers	306
Accredited Nurse Colposcopists	290

Awards and Scholarships:

Oral, Poster and OSCE Prizes 2023 – Two prizes of £150 will be awarded for the best oral paper and two prizes of £150 each to be awarded for the best poster presentations. One prize of £150 to be awarded to the highest scoring OSCE exam candidate. The prize for the 2022 highest scoring OSCE Exam candidate is awarded to Dr Mona Mohammed.

Travel Bursaries 2023 – Up to 10 bursaries to be awarded to members who submit the highest scoring abstracts.

Overseas Travel Bursaries – The BSCCP overseas travel bursary is available up to the value of £5000 for up to 3 awards per year.

Jordan Singer Award – The 2021 Jordan Singer prize was awarded to Jennifer Davies-Oliveira for her project titled "Urine self-sampling as an alternative strategy for test of cure". This years award will be assigned to support a project on 'colposcopy workload modelling in a post HPV vaccination era'. That is a project that the society will be leading on and as members you may well find yourself being asked to play a part in.

Jo's Cervical Cancer Trust – A £20,000 grant was awarded in 2022 to continue helpline and call back services. This will continue in 2023.

International Society Membership Fees:

- EFC Dues – European Federation for Colposcopy (£5351 in 2022)
- IFCCPC Dues – International Federation for Cervical Pathology and Colposcopy (9,000 \$ /£7525)

IT update:

Huge thanks to the IT committee, and Grainne Flannelly in particular, for the huge amount of work done on building new website and learning zone for members. The website is now live and we believe it will make a big difference to day-to-day users and enhance educational



capabilities of the BSCCP. Members are encouraged to use it, as we have 60 days to report any bugs within the system.

4. Business of the President – Theresa Freeman-Wang

BSCCP Committee Member Appointments 2023-2026:

Executive Committee:

- GU Representative – Laura Waters (outgoing Richard Gilson)
- BSCCP Trustees
- Republic of Ireland Representative
- Northern Ireland Representative – Daniel Douglas (confirmation of second term)
- Scotland Representative – Kalpana Ragupathy (confirmation of second term)

A call for Expression of interest for Republic of Ireland Representative and a Chair of IT Committee will be put on our website shortly.

The next BSCCP Scientific Meetings will be held face to face in:

- Edinburg on 22nd – 24th April 2024
- TBC Leeds 15th – 17th May 2025

5. Any Other Business – Theresa Freeman-Wang

None.