



Minutes of the 122nd APHA Annual General Meeting held on 18th November 2021 by video conferencing

21/01

Chair's Welcome

The chair, Gill Morgan, welcomed everyone to the meeting and thanked the attendees for attending.

It was confirmed that the meeting was quorate.

20/02

List of Attendees

Person
Responsible

Name	Authority or Organisation
Gill Morgan	Swansea Bay PHA & Chair
Gary Gould	Hon Associate & Exec Officer
Diana Tumova	Ashford Council
Peter Haikin	BCP Council
Nigel Selby	BCP Council
Stacey Dallas-Thompson	Belfast PHA
Niall Convery	Belfast PHA
Dan Wilmott	Bristol PHA
Catherine McClean	Bristol PHA
Sarah Pyle	Bristol PHA
Christine M. Morrison	Comhairle Nan Eilean Siar
Andrew Delany	Doncaster Council
Kirsty McGuigan	Dumfries & Galloway
John Laird	Falkirk Council
Lynne Bissett	Falkirk Council
Anne Inskip	Flintshire Council
Iain Pocknell	FSA
Gary Welsh	FSA
Jon Averbs	Hon Associate
Drew McClenaghan	Hon Fellow
Sally Johnson	Hull & Goole PHA
Anthony Horan	Hull and Goole PHA
Laurence Dettman (Guest)	Hull and Goole PHA
Wendy Cull	Isle of Man
Jaroslava Vazanova	Manchester City Council
Andrea Smith	Manchester PHA & Vice Chair
John Skinner	Portsmouth CC
Pietro Faustini	Portsmouth CC
Leigh Ann Vassallo	Portsmouth CC
Gavin Peard-Hill	Portsmouth CC
Stephanie Haly	Portsmouth CC
Monica Ruiz Hidalgo	Portsmouth CC
Nicky Neville-Smith	Portsmouth CC
Katherine Maughan,	Portsmouth CC
Tushar Banerjee	Portsmouth CC

Kyle Cherry	Portsmouth CC	
Claire Alexander	Portsmouth CC	
Zoe Brennan	Portsmouth CC	
Robert Diamond	Portsmouth CC	
Monica Lopes	Portsmouth CC	
Bartolmiej Kurzawa	Portsmouth CC	
Miriam Camara	Portsmouth CC	
Steve Bell	Portsmouth CC	
Hellyer, Sarah	Portsmouth CC	
Wright, Tammy	Portsmouth CC	
Dikasso, Markos	Portsmouth CC	
Jonathan Williams	RHE Global	
Brenda McRory	SCPHA	
Ivan Bartolo	Seafish	
Jo Hackwood	Southampton PHA	
John Warman	Swansea bay PHA	
Bharat Sibal	UK HSA	
Tamsin Horsler	Weymouth PHA	
Dr Joseph Senyah		
John Ambrose	Hon Associate	
21/03	Apologies for Absence	Person Responsible
Apologies were received from Carol Archibald and Beverley Edmondson.		
21/04	Minutes of the 121st Annual General Meeting	Person Responsible
The draft minutes, which had been circulated prior to the meeting, were accepted as a true record. Proposed: Andrea Smith Seconded: John Ambrose Accepted unanimously.		
21/05	Matters Arising	
There were no matters arising.		
21/06	Motion: To receive the APHA Financial Statement – 2020/21	
The financial statement, in the form of micro entity accounts, were circulated prior to the meeting. If agreed they will be filed at Companies House by the end of the year. The Chair said that they were self-explanatory but it was reassuring to note the healthy state of the reserves. There were no questions. A proposal to accept the accounts was made by John Ambrose and seconded by Andrea Smith. They were agreed unanimously.		
21/07	Report from the Chair of the Executive Board	

The Chair presented the following report verbally:

Well, it has been yet another extremely busy and challenging year for everyone in the Port Health world as we continue to deal with Covid 19 and EU Exit and it has also been probably the busiest year for the Association for many years as well.

The Board has continued to meet remotely and I would like to thank all members for their support throughout the year. Membership has increased significantly throughout the year and numbers now stand at 36 Corporate, 26 PLaN, 1 International and 3 Associate, making a total increase of 13 members overall. We also have three new Honorary Associate members in John Ambrose, Martin Walker and Jon Avern.

A brief overview of the work undertaken this year, alongside all the usual routine work - Due to the numbers of new port health officers being recruited, there has been an increased demand for training and so far we have delivered six on line 'Introduction to Ship Sanitation' courses and one face to face workshop. These have been very well received and more are planned and I would like to offer my thanks to John Ambrose and Martin Walker for delivering this training on our behalf. We have also facilitated access for members to the very popular CIEH 'coffee and catch up' sessions for port health which have been taking place regularly this year.

Two working groups set up this year have also been extremely busy – BCPs for smaller ports and the Cruise restart group and I'm sure we are all very grateful to our EO, Gary for both setting up the groups and overseeing the smooth running of them alongside all the other routine work of the Association.

Medway Council ceased to provide financial support to the Association in September and this is now being provided by Lansdowne Publishing who already run our website and publish the handbook.

As promised, the handbook has been revised recently. This again has been a lot of extra work, mainly undertaken by Gary, though we are very grateful to all those who contributed updates to various sections. We would have loved to have launched it at this year's AGM but as this has had to take place virtually, we are now hoping that publication will take place by the end of this year and copies will be distributed to members as soon as practicable.

I must conclude my report by paying tribute to our extremely hard working and conscientious EO, Gary who again this year has worked far beyond his contracted hours. Both Gary and I are planning to relinquish our roles in the near future. I will be retiring as chair at the January Board meeting and Swansea Bay PHA will be handing over the administrative role before the end of 2021 to another Local Authority. Gary will also gradually hand over his role in the next few months and it is a tribute to his work over the last few years that the Association is now in such a strong position, both financially and in terms of increased membership numbers. So it now remains for me to conclude by wishing the Association and all those involved in it, success for the future and hope that everyone is finally able to meet up next year when the AGM is scheduled to take place on 17th November 2022 at the Union Jack Club in London.

There being no further business, the meeting was closed at 15.15 by the Chair handing over to the Executive Officer in order to commence the CPD element of the meeting.