

# Scottish Heart & Arterial disease Risk Prevention

## MINUTES

### SHARP TRUSTEES MEETING AND THIRTY THIRD ANNUAL GENERAL MEETING

**Date:** Thursday 2<sup>nd</sup> December 2021  
**Venue:** Zoom Meeting  
**Time:** 14:00

**Present:** Alan G Begg (AGB), Adrian Brady (AB), Jill Belch (JB) Rebecca Wheeler (RW) Jacob George (JG) John Webster (JW), Miles Fisher (MF), Christian Delles (CD), Paul Forsyth (PF), Victoria Kirkwood (VK), Michelle Bartlett (MB), Jonathan Malo (JM), Terry Quinn (TQ), Stuart Watkins (SW) Bill Simpson (BS).

**1) Welcome**

AB welcomed everyone to the meeting

**2) Apologies**

Apologies were received from Suzanne MacKenzie, Lynne Innes (LI), Isla MacKenzie, Chris Packard, Stuart Hutcheon and Mary Galbraith (MG).

**3) Chairman for 2022**

With great pleasure AB handed over the chairmanship to JG. He felt it was a great privilege to chair SHARP, and that SHARP was flourishing and going from strength to strength. He was particularly impressed by the enthusiasm that there was for SHARP right across Scotland.

**4) Approval of Minutes**

- a) Trustees' Meeting 2<sup>nd</sup> September 2021.

These were approved and adopted as a correct minute of the meeting.

- b) Matters arising from the minutes

- c) One item that was raised was clarification on the Scottish Government's Heart Disease Action Plan 2021 implementation.

Several groups have been formed in relation to the implementation of this plan and SHARP Trustees are involved in developing Key Performance Indicators for a range of disease categories related to heart disease.

d) Thirty Second Annual General Meeting (2020)

It was recorded that these had been previously approved at the Trustees' Meeting on 27<sup>th</sup> January 2021.

**5) Annual Scientific Meeting 2021**

a) Feedback

Feedback has been sought separately from both delegates and sponsors.

b) Trustees

The general feeling was that the meeting was pitched at the right level, was good for a broad audience although MB made a plea to ensure that the programme in future reflected the learning needs of a wide audience. AB felt that it was an excellent meeting in an ideal location and went extremely well. JM felt that the posters were particularly successful but perhaps more exposure to them was required. AB felt that the posters were an excellent way to showcase the work of researchers starting out on their career. TQ agreed that it was a good platform for Trainees and JB felt that the educational mix was good. The system for asking questions was felt to be cumbersome using a separate system to the meeting platform and the interactivity seemed lost. Delegates seem almost shy to ask a question using the electronic system. One suggestion for the future was to have identified delegates primed to start the questions 'rolling' after each talk. Overall it was felt that the hybrid format would almost certainly need to be the way forward.

c) Delegates

The feedback from delegates has been sought electronically and will be collated to help inform future meeting content and format. VK gave an overview of the numbers registered and those logging on to the meeting.

d) Sponsors

Comments from our sponsors which were overwhelmingly positive were read out at the meeting. They were delighted to sponsor the meeting, felt it was a high standard educational event, the location was ideal, speakers were excellent and that the IT platform worked well. They were delighted to be back at a non virtual meeting but would have liked more questions and discussions

## **Accounts for the year ending 30<sup>th</sup> June 2021**

### a) Notes to the accounts

These along with the draft accounts had been circulated prior to the meeting. The total income had gone up mainly due to a bequest received during the year. There was a drop, as expected in conference income.

## **6) SHARP Office**

There has been no one in post employed by the University of Dundee since 30<sup>th</sup> June 2021. The job description for the post has been rewritten in order to recruit a Charity Coordinator to run the SHARP office. The closing date for applicants to the internal advertisement is 5<sup>th</sup> December 2021 with interviews planned before Christmas 2021.

## **7) 2022**

### a) Appointment of new co-chair (2022-24)

Overall it was felt that having a deputy chair for 1 year followed by a year as chair may clarify and help coordinate the roles better. This was agreed by the Trustees present. Appointing a deputy chair was carried over to the next meeting

### b) New Trustees

New Trustees appointed in the last year were ratified. (CD,PF,MG,TQ,SW and LI.) Resignations as Trustees in the last year were Dr Lorna Donaldson and Mr Dennis Sandeman.

RW,BS and JB were reappointed for a further 4 years

Dr Mark Frances a past chairman and Dr Usama AlaAlami who has now left Scotland have both completed their terms of office. A letter of thanks were to be sent to both these Trustees.

Suggestions for possible new Trustees were discussed.

### c) Creating a mass membership

This proposal discussed at the last Trustees meeting was adopted.

There was a general discussion on who should be targeted as potential members. It was important to include trainees and undergraduates in this group along with members of the primary care team. Keeping a list of supporters, often patients with cardiovascular or related conditions was felt to be important to help highlight the work of SHARP as is the case with other heart charities.

JW outlined an educational virtual initiative for Remote and Rural staff – involvement with this initiative would be a good for recruitment.

It was agreed to explore monthly or bi-monthly targeted workshops covering relevant CV topics. These will be held virtually and include “How to” sessions from experts in various areas of CV Risk management. It was agreed that all levels of healthcare should be served including AHPs and Pharmacists.

d) Trustees agreed that we should once again actively fund raise as appropriate.

e) Annual Scientific Meeting 2022

Discussion on this topic was held over to the next meeting when the situation regarding the pandemic may be clearer.

**9) Any other business**

a) The date of the next meeting will be decided in due course.

b) The virtual format of meeting will continue but we will move to using the TEAMS platform.

c) AB indicated that he hoped to reactivate the concept of the ‘My 500’ exercise programme which he had previously promoted, once the pandemic situation had improved. There was overwhelming support for SHARP to be involved and support this initiative.

The meeting closed with JG wishing, in advance, all Trustees a Merry Christmas