

Society for Academic Primary Care (SAPC) Annual General Meeting Minutes

Wednesday 9th July 2025
Holland House Hotel
24-26 Newport Rd, Cardiff, CF24 0DD
12:40 – 13:10

1. Welcome and apologies

Co Chair Duncan Shrewsbury welcomed attendees to the AGM and confirmed the meeting to be quorate.

Apologies were received from Helen Atherton, Richard Neal and Blair Smith.

Duncan Shrewsbury shared the link to the election for Exec Committee members and declared this to be open for members to vote ahead of item seven.

2. Approval of minutes of 2024 AGM

Duncan Shrewsbury proposed the minutes of the 2024 AGM as an accurate record and requested a seconder. These were seconded by Jo Protheroe and there were no objections. There was a show of hands for all those in favour and the approval was unanimously carried.

3. Acknowledgements and congratulations

Duncan Shrewsbury read a list of acknowledgements and congratulations for SAPC members' achievements. The following individuals were promoted to professor in the last year:

- Prof. Ben Jackson, prof. clinical education and primary care (Sheffield)
- Prof. Ingrid Muller, prof. of behavioural medicine (Southampton)
- Prof. James Sheppard, prof. of applied data science (Oxford)
- Prof. Paul Wilson, prof. of implementation science (Manchester)
- Prof. Richard Stevens, prof. of medical statistics (Oxford)
- Prof. Sanjiv Ahluwalia, prof. of primary care (Anglia Ruskin)
- Prof. Tom Blakeman, prof. (Manchester)

The following were promoted to senior leadership role in the last year:

- Dr Roohi Singh-Bhagat, appointed HoT (UEA)
- Prof. Tracey Sach and Prof. Helen Atherton, HoD (Southampton)

Newly appointed NIHR Senior Investigators:

- Prof. Miriam Santer and Prof. Tracey Sach (Southampton)
- Prof. Carolyn Chew-Graham (Keele)
- Prof. Ian Maidment (Aston),
- Prof. Rafael Perera (Oxford),
- Prof. Alastair Hay (Bristol)
- Prof. Azeem Majeed (Imperial)

Honours:

- Prof. Liam Smeeth, CBE (LSHTM)
- Prof. Clare Wilkinson, MBE (Bangor)

4. SAPC highlights of the year (Rupert Payne and Duncan Shrewsbury)

Duncan Shrewsbury summarised the Chairs' report and encouraged members to take a look at this on the website, where it is available to read in full. Duncan Shrewsbury noted that this was their and Rupert Payne's last report, as outgoing Chairs. They highlighted the ongoing work to refresh the website and move the application for charitable status forward. They mentioned the creation of new Exec Committee roles with a focus on Equality, Diversity & Inclusivity and Patient & Public Engagement.

5. Adoption of annual accounts

Rupert Payne thanked outgoing Treasurer Greg Irving and noted his continued involvement in his role as RDN observer on the SAPC Exec Committee.

In Greg Irving's absence, Rupert Payne stated that the accounts to be considered are from February 24 2024 to February 28 2025. He summarised that during the 2024/25 financial year, the Society received income of £212k and spent £188k, which meant that SAPC generated a surplus of £23k. He said that SAPC's largest expense is the Annual Scientific Meeting, with the second largest expense being the Secretariat fees and that the Secretariat are responsible for the day-to-day running of the Society as well as the organisation of the ASM. He said that the rest of the expenses include awards and bursaries, nominal fees such as accountancy, insurances and administration expenses such as postage and travel.

There were no questions. Rupert Payne proposed the adoption of the accounts and these were seconded by Gary Abel. There were no objections. There was a show of hands for all those in favour and the adoption of the accounts was unanimously carried.

6. Proposed amendments to SAPC's Articles of Association

Duncan Shrewsbury introduced item six, to consider proposed changes to SAPC's Articles of Association. They said that these changes were being proposed to ensure effectiveness at meetings and clarity around voting at SAPC Executive Committee meetings. They explained that the elected Exec comprises ten representatives plus the Chair and Treasurer and that therefore a quorum of nine is unrealistic. They said that at general meetings, it would be anticipated that attendance be higher and formal notice must be given for these, but a reduced quorum does ensure progress can be made if necessary.

They said that the number of co-opted Committee members is unlimited, so there is potential for the elected members to be outnumbered. They said that the advice of those co-opted is valued and considered, but that voting should be only by those elected to the committee by the SAPC membership. They noted that the HoDs and HoTs groups are integral to SAPC and the leads are elected to their roles by the groups, therefore they are to be given a vote on behalf of their groups.

They said that the vote to consider as a special resolution is:

That with effect from the conclusion of the meeting, the Articles of Association of Society for Academic Primary Care Limited be amended by updating Articles:

11.6 (General Meetings) - To reduce quorum to five members including Chair

13 (Committee) - Voting rights of persons co-opted to the Committee

15.1 (Committee Meetings) - To reduce quorum to five members including Chair

And that the revised Articles of Association, in the form presented to the meeting, be adopted in substitution for the existing Articles.

A short discussion followed. Duncan Shrewsbury proposed the changes to the Articles of Association and this was seconded by Joe Rosenthal. There were no objections. There was a show of hands for all those in favour and the special resolution was unanimously carried. Duncan Shrewsbury confirmed that the amended Articles would be filed at Companies House.

7. Election of Committee Members

Rupert Payne announced that voting for the election of General Exec Committee members would close in two minutes.

Rupert Payne confirmed the election of Prof. Gary Abel as Chair, having been co-opted onto the Council during the year as Vice Chair and duly nominated in accordance with the Articles of Association. No objections were raised. Rupert Payne declared Gary Abel elected without contest.

Rupert Payne confirmed the election of Dr Serge Engamba as Treasurer, being the sole nominee for the position and duly nominated in accordance with the Articles of Association. No objections were raised. Rupert Payne declared that in the absence of any other nominations, Serge is elected without contest.

Rupert Payne closed the voting for General Exec Committee members. Those successfully elected to the six vacant positions on the Exec committee are:

- **Dr Hassan Awan**
- **Dr Shoba Dawson**
- **Dr Peter Edwards**
- **Dr Sarah Mills**
- **Dr Victoria Tzortziou Brown**
- **Dr Stephen Woolford**

Rupert Payne congratulated the successful nominees and emphasised that SAPC welcomed the support of everyone who put themselves forward. He said that as a volunteer led society, SAPC is keen to work with all volunteers and will consider co-option of individuals after the AGM.

8. Questions on received reports

There were no questions on received reports.

9. Any other business

There was no other business.

10. Thank you and close of meeting

Duncan Shrewsbury and Rupert Payne thanked all for attending. They said it had been an honour to represent SAPC and the fantastic research and teaching that is happening in Academic Primary Care. They said they were confident that everyone elected to the Exec Committee will do a fantastic job.

Gary Abel thanked Rupert Payne and Duncan Shrewsbury for their leadership during a time of change, working with a new Secretariat and SAPC moving to limited company status. He noted that

they would continue to assist the Exec Committee with ongoing projects. Gary Abel closed the meeting at 13:10.

Papers are available online. The Officers' Report outlines what we have been doing in the last twelve months, and most importantly we invite you to help us develop the Society in the year ahead.

Papers available on-line

- Agenda
- General Exec Member elections - [Nominee statements](#)
- [Special Resolution](#) – Amendment of Articles of Association
- [Proxy form](#)
- [Draft minutes 2024 AGM](#)
- [Chairs' Report](#)
- [Treasurer's Report](#)
- [Draft accounts 2024](#)
- [HoDs Report](#)
- [HoTs Report](#)
- [SIGs Report](#)

Next year

AGM during SAPC ASM 2026, 24-26th June, St Andrews.