



The Association of Chartered
Physiotherapists in Animal Therapy

**MINUTES OF ANNUAL GENERAL MEETING
5th OCTOBER 2024 AT 12:50 PM
VIA ZOOM & WOODLAND HOTEL & CONFERENCE CENTRE,
LEAMINGTON SPA**

1. Present

Committee: FD/GB/RW/HS/CLG/AA/KD/KHF/AH/KR/KS/RD/JK

Members

IN PERSON:

Kim Ainsworth/Leanne Baker/Charlotte Baldwyn/Lauren Bate/Rhiannon Bradford/Fiona Buchanan/Hannah Carmichael/Rachel Cartwright/Lola Chesney/Kiara Claeys/Vanessa Coates/Celia Cohen/Stephanie Brighton/Georgie Corp/Tracey Crook/Denise Hayes-Davies/Fiona Doubleday/Lauren Diaz/Rochelle Dunster//Janet Ellis/Manessa Faal/Rachel Graham/Julia Hewitson/Alice Hodgson/Christine Hopley/Polly Hutson/Rebecca Jackman/Catherine Jones/Zoe Morton/Charly Mustarde/Rebecca Pledge/Nadia Kopec/Lucy McDermott/Siobhan McLaughlin/Marisa Du Preez/Sarah Rennison/Anna Risius/Samantha Rodwell/Juliet Sanders/Annelies Scorer/Libby Todd/Amy Voakes/Lucy Webb/Kathryn Welland/Sarah Westcott/Caroly Wyse

VIRTUAL: Diane Messum/Gillian Leung/Hannah Michael/Cat Clarke/Kathryn Kirby/Louise Towl/Nycky Edleston/Sally Butler/Sarah Edwards

2. Apologies: NONE

3. Minutes of the last AGM

Minutes of the AGM on 20th October 2024 held via Zoom & in Person at Woodland Grange Hotel & Spa

Proposed: LB

Seconded: JE

4. Matters Arising

No matters arising

5. ACPAT CHAIRWOMAN'S ANNUAL REPORT 2025 – Fiona Dove

This year has again been very busy for the ACPAT committee and I would like to extend a huge thank you to the committee members for their hard work over the last twelve months .

5.10.2025

As a group we have continued to promote ACPAT and our membership on a national and international stage.

This time last year I was planning to attend seminar in a vice chair capacity, but with Manessa's successful role on the CSP Council it became apparent I was going to need to step into the chair role sooner than expected, and after a challenging few years, I waved good bye to my relaxing Christmas I had planned.

From November 2024, the committee was heavily involved in the talk surrounding legislation reform, there were some huge challenges in January where it appeared despite many years of hard work we were going to be excluded from the primary legislation talks. As you can imagine this was hugely frustrating and required a lot of negotiations to understand what to do next.

Multiple meetings occurred with the, CSP, DFRA, RCVS and other key stake holders during this time with very little clarity. Then came the announcement from the RCVS regarding autonomy. This again required much time and effort to pin the RCVS down and to establish their intentions for reform and beyond.

In July, a number of the executive committee, the CSP and the HCPC attended meetings in London on behalf of ACPAT surrounding discussions regarding primary legislation. These meetings were both an experience and enlightening, it soon became very apparent that our human training put us in a unique position, as we were able to demonstrate that due to our existing regulation we had a deep understanding of the expectations of what was to come.

The next phase of legislation is likely to be dependent upon parliament and as a result will most likely not occur at any great speed. However, please be rest assured that we are continuing to advocate for ACPAT, during this time and building relationships in the process.

Some of the highlights this year have been, welcoming new members of the committee into social media, PR, courses and member benefits. The committee expanding the member benefits networks, having a motion accepted at the CSP ARC conference and having amazing support from the floor, finally forming new alliances with the Irish CSP who have been successful in protecting the title of physiotherapy in the veterinary sector for its human trained members.

On reflection of this year I must admit communication has been a challenge. With the committee, with members and with our colleagues. In an age when communication is available through so many channels sometimes it is hard to keep up with everything to enable an effective communication platform. We have had many comments from members that key information has not been fed back despite numerous emails, social media campaigns newsletter editions and the old-fashioned word-of-mouth.

Therefore, as a priority for 2025/26 i will ensure effective communication through the committee and the membership to extend to the organisation and further a field. For this, I really need membership engagement, we need to understand how the current membership feels that communication can be best delivered, I plan to put on some

meetings for the regional groups in November to best understand how to move forwards.

In the mean time, if you have any ideas or you would like to get in touch with the committee please contact us on emails below

Chair@ACPAT.org
Secretary@ACPAT.org
Committee@ACPAT.org
Treasurer@ACPAT.org

Finally, It is really important that during this critical phase we start succession planning as the time in the executive positions are short. So if you would be interested in taking on a role in the future, please contact Sharon or myself at chair or secretary@acpat.org for more information.

We currently have the following positions on the committee

Education officer
Vice chair
PR Officer
Regional groups
Newsletter officer
Research officer, journal club

Currently there is a lot of work being undertaken therefore it is important we have a full and active team in order to share the workload.

On behalf of the committee I hope you have had a successful year and we hope to see you at our future events over the coming months.

6. Treasurer Accounts Year Ending 2025 (Tina Doo)

Financial Summary:

	<u>2024</u> Year	<u>2023</u> Year	<u>Variance</u>
Income	£98,897	£110,963	£(12,066)
Overheads	£69,769	£84,213	£(14,444)
Net Profit/(Loss)	£31,268	£27,563	£3,705

Income

ACPAT's membership income amounted to £59,334 for 2024 which is £1,758 up on 2023, showing consistent growth.

Course income was down in 2024 to £5,404 from £20,813 in 2023 losing some of the momentum on the previous year but still above 2022.

5.10.2025

The seminar in 2024 once again proved hugely popular, as a great place to catch up with colleagues, to share thoughts and experiences, gain in person CPD, and get up to date with the latest innovations, which meant it was very well attended, generating £34,110 of income up on 2023 figure of £32,475.

Increased interest rates by the Bank of England have returned a healthy investment income for contingent finances and working capital held at the bank in the amount of £2,140.

Overheads

Overheads decreased by £14,444 compared to 2023, in line with the decrease in course income.

Advertising - includes website support and hosting.

PR - is slightly lower than in previous years, with attendances at Dogfest, Dogstival BEVA and London Vet show.

Secretarial & Treasurer Fees – Decreased in 2024, with less work on the Website and a quieter year in general.

Committee Expenses – Decreases in 2024, again with a quieter year than 2023.

Education Costs – These have decreased in line with the decrease in income from courses.

Seminar Facilities Costs – With large increases in inflation and heating costs it was inevitable that venue costs greatly increased in 2024, with more overseas speakers attending, costs in general increased but it resulted in a successful seminar, with informative speakers so a worthy investment, for a more global prospective.

ACPAT has a surplus of income over expenditure for 2024 (after tax) of £24,976 compared to a surplus in 2023 of £24,519, which gave us a firm base to enter 2025.

CLOSE OF MEETING: 1:26pm

Questions Invited from the attendees:-

1. **KW:** wanted to know in that as per Maggie Turners questions last year that the Secretarial and Treasurers fees had been reviewed.
FD: Confirmed this was the case and would be the case from now, whether they will always be increased or not is open to review at the time. ACPAT may also try to remunerate both in other ways.

2. ?? Asked if we had sorted access to Journals yet

FD: The EVJ provided by the CSP at a cost of £8000 has given ACPAT members access, however, as of July, this had not been used. If not used, it will be determined whether the CSP will do this again for ACPAT. We have posted on FB and on the website how to access EVJ etc. Please use, otherwise we will lose the facility.

We have managed to purchase one Journal, however, the other two we wanted to purchase are now not in circulation or don't belong to Wiley. It has been an ongoing battle and they now have Sharon down as a university and only way to access it is at Sharon's home address. We are going to contact them via phone to see if we can sort it out. The only other option is to give every member a log in and this costs £1000s.

KH-F: Courses/Seminar. We want to deliver courses and webinars that members are interested in. If there is something you want us to put on, please let us know and also, any interesting contacts who may would like to present a course/webinar. We need fresh material

FD: Same as content for social media, anyone who has posts they are willing to share with ACPAT please do. Post COVID, people seem to be more reluctant to step up and help and it is heartbreaking when the membership are not supporting us and if we want this profession to move forward, we need support/ help of the membership.

You probably saw on FB members had received marketing spam and everyone had something to say about this, which we investigated as soon as we were aware of it, but when we ask for help with the newsletter we got 3 likes!

3. **TC:** Thanked everyone on the committee and can remember the first ACPAT meeting with 6 people in the room. Very proud of how the profession has grown and the calibre of lectures received from members. Wished everyone success in what they are now doing.

FD: Agreed – Dickies lecture was exactly the correct pitch and we are that place where we are hungry for that level of information. We can celebrate that with the wider community.

PH: Feels inundated with the amount of information out there and do we really need a newsletter, which puts more work on the Committee.

FD: We haven't put a newsletter out for a while, due to lack of content. However, there are a group of members, who will feedback they have not received

information, we have to promote that information across many platforms, to ensure everyone gets it.

We are professionals and are responsible for the information we need, but we need to ensure they are receiving information

SR: This month is our 40th Anniversary, if any members have anything to share from the last 40 years, please send the information.

FD: CSP are happy for us to put it in Frontline when we send the information