



(Registered Company No 1156738 Registered Charity No 1156738)

[www.ihpe.org.uk](http://www.ihpe.org.uk)

## 10<sup>TH</sup> Annual General Meeting of the Institute of Health Promotion and Education

10.00am 17<sup>th</sup> October 2024

Via Zoom Video Conferencing

### 1. Welcome and apologies:

**Apologies** were received from Trustees: Michelle Baybutt and Claire Cotter, and member Dr Puspa Raj Pant

**Attending Trustees:** Angela Towers (President) Sylvia Cheater (Honorary Treasurer), Denise Penny (Honorary Secretary), Patrica Owen, Elvis Tarkang, Michael Watson, Tim Theaker, Anne Whitcombe, Katharine Whittingham, Stephen Palmer, Paul Wright, Hilary Burrage, Holly Blake,

**Other Attendees:** Anthea de Barton Watson (Member), Anam Nyembezi (Member), Veronica O Charles-Unadike (Member)

### President:

Angela Towers gave her president update.

Thank you to Professor Patricia Owen for producing the Annual Report as president in 2023.

We undertook for our 60th anniversary celebrations, which carried on from 2022 into 2023, and culminated in a reception at the House of Commons in June hosted by Karen Buck, who was an MP. It was well attended, and we had a number of eminent speakers including Dr Jeanelle de Gruchy, Deputy Chief Medical Officer and Joint lead for the Office of Health, Improvement and Disparity. Professor Mark Dooris, Emeritus Professor in health and sustainability at the University of Central Lancashire, and Dr Abdul Razaq, who's a director of public health at Blackburn with Darwin Council in the Northwest of England. There were networking opportunities, and it was a really enjoyable and successful event which significantly raised the profile of IHPE and reach with other people and organisations. Thank you for all Trustees for their involvement with this.

Our business as usual continued alongside the anniversary celebrations. There have been a number of new position papers published, with thanks to Dr Michael Watson for leading on all those, and to everybody who contributed to them, noting Karen Neil and her work collaborating with the mindfulness initiative. We're also grateful to Dr Michael Watson as Honorary Communications Officer, for all his social media work, as a result of which our reach and input has increased significantly. We've had 6 very interesting and useful newsletters, thank you to Anne Whitcombe for leading on that along with others, supported by Pink Spaghetti, our Admin team. Our advocacy work continued, and we forged new collaborations, including one with the School and Public Health Nurses Association. Our International Journal of Health Promotion (IJHPE) continues to be published with 6 editions per year. Huge thanks go to our Editor, Professor Michelle Baybutt for her sterling work on this, and to all who work on the Journal Sub-committee. It is worth noting that IJHPE has been going for 62 years, and to see its reach and usage increasing is especially gratifying.

Thank you to Sylvia Cheater, our Honorary Treasurer, Denise Penny, who took over the role of Honorary Secretary during this year, and Professor Patricia Owen, immediate past President, who have all supported

me tremendously through my 1st year as President of IHPE. Also, thanks to Nat and Ally at Pink Spaghetti Wirral, who provide excellent ongoing administrative support. Many thanks to all our Trustees, who give their time freely, their support and input is our greatest asset and ensures that as a small charity we continue to punch well above our weight. Special thanks to our Trustees who have stepped down during this year, Afua Opore-Anoff, Karen Neil, and Robin Lansman.

Sadly, we have to say farewell to Professor Patricia Owen, who is stepping down as a Trustee today, as her term has come to an end. Patricia has made a phenomenal contribution to IHPE as a very long-standing member and has been Treasurer and President, during which time she provided a leadership through all the Covid challenges. She has always been supportive of all the Trustees, and provides calm guidance, encouraging collaboration, and steered us through all the challenges of organising the House of Commons event. Additionally, Patricia has provided really valuable academic input to our publications and discussions, alongside a busy working life as Emeritus Professor of Nursing at Keele University, plus other research and consultancy interests. Thank you on behalf of all the Trustees. Patricia gave thanks to everyone and said what a delight it's been to work with them all and wished everyone well for the future.

## **2. Minutes of the 10th General Meeting held on September 5, 2023**

The minutes of the 10th General Meeting were agreed as an accurate record. This was proposed by Professor Patricia Owen and seconded by Dr Michael Watson.

## **3. Matters arising**

There were some comments in last year's minutes around Elvis Tarkang but these were resolved and we welcomed him as a Trustee earlier in the year.

## **4. Annual Report 2023**

Denise Penny presented the Annual Report 2023 as a summary of all IHPE's activities in 2023. There were no comments or questions. It was proposed by Tim Theaker seconded by Professor Stephen Palmer and agreed by all. The Annual Report is available on the website.

## **5. Financial Report and the unaudited statement of accounts of the Charitable Company Limited for January to December 2023**

Sylvia Cheater presented the draft unaudited financial statements. They have been reviewed and signed off by Trustees and will be available on the IHPE website. See the Annual Report 2023 for this in full.

In summary, 2023 financially was a difficult year for IHPE, and that is mainly due to the House of Commons and associated events that were beyond our control. At the end of 2023 we made a loss of £4,747, and going into 2024, we had a reduced balance of just over £10,000. It is important to note that this was planned expenditure, and it contributed to the charitable activity of IHPE. It is only a once in a decade activity so it's important to look at the uncoded benefits of holding that event - it raised the profile of IHPE and gave us access to new collaborations, individuals, and organisations. The benefits are very difficult to cost, but very important to the future of IHPE.

The Finance Sub-committee have met regularly, and financial risks were part of the risk register, and was also looked at within Governance Sub-committee meetings. Although we have started this year on lower resources, membership is slowly increasing mainly due to our higher profile. In particular, our student membership has increased. Our administrative costs are incredibly low for the amount of activity that this small organisation undertakes, which is due to the input of Trustees who give their time and expertise so freely.

We are negotiating a new contract with Taylor & Francis our publishers, and the Trustees will endeavour to make sure that that contract is to the very best benefit of IHPE. We will continue to build on the slowly increasing membership, and we will continue to support the development of the IJHPE which is totally integral to the future of IHPE. We will also continue to review and update our administrative processes to ensure that we do the best we can within our resources. We knew at the beginning of the year that we would not make a profit, but it was worthwhile as an investment in the future.

The report was proposed by Professor Patricia Owen, seconded by member Anthea de Barton Watson and agreed by all.

#### **6. Report from the Editor of the International Journal of Health Promotion and Education (IJHPE)**

The report was produced by Professor Michelle Baybutt, but in her absence, it was presented by Professor Stephen Palmer. See the Annual Report 2023 for this in full.

Some of the key points to note. IJHPE continues to maintain its high standards with some excellent papers published, and we continue to see increases in submissions, usage, and citations. In 2023, there has been a further notable increase in downloads at approximately 76,000 against 60,000 in 2022, which helps to increase our citation.

Thank you to Dr Michael Watson for his help promoting the journal and some of the articles online through social media. There continues to be a healthy backlog of manuscripts during 2023 which is an ideal situation. Thanks to our publishers, Taylor and Francis, and our reviewers for their ongoing support and promotion of the Journal, and also the International Advisory board.

Thank you to our sub-editor, Dr Valerio Benedetto, his support and commitment to the Journal, along with the Journal Sub-committee, which comprises of Dr Michael Watson, Professor Sylvia Tilford, and Professor Stephen Palmer. There have been some continued challenges with the journal administration and support, with further change in staffing at the publisher which are being addressed directly by Taylor and Francis and the President. This is an ongoing issue, and we'll report back on this next year.

#### **7. Appointment of independent examiner of accounts.**

Accounts have been done by Bennett Brooks which bought out MBL. The service has remained the same so Sylvia Cheater proposed the appointment of Bennett Brooks again, as the Independent Examiner of Accounts. They are also our registered office and do our return to Companies House. This was seconded by Professor Michael Watson.

#### **8. Election of Trustees**

IHPE undertook a recruitment campaign for new Trustees in the summer of 2023 which has resulted in four new Trustees, Holly Blake, Hilary Burrage, Paul Wright and Claire Cotter. The new Trustees introduced themselves (Claire Cotter was introduced by Angela Towers in her absence) and they were ratified as Trustees at the meeting, proposed by Professor Patricia Owen and seconded by Sylvia Cheater.

#### **9. Governance Report**

Denise Penny provided an update that the Governance Sub-committee continue to meet quarterly, and the risk register and business plan are discussed during these meetings. The development of mission, purpose and strategy are priority areas for action over the next few years. There is a full report contained within the annual report.

#### **10. Pittu Laungani Award Notification**

This is the award for the best paper submitted to the journal within the year. We will be announcing the winner of this year's award shortly.

#### **11. Any other business**

None.

#### **12. Date of next AGM 2023**

Date tbc.

Meeting closed at 10.45am.