

**The Bowen Forum**  
**2<sup>nd</sup> Annual General Meeting**  
**Saturday 30 September 2006**  
**Lydalls Hall, Didcot, Oxfordshire**

**Present:**

Jenny Gordon, Angela Power, Lynden Lane, Janet Barry, Peter Briant, Angela Morris, Helen Perkins, John Francis, Anneke Loode, Ellen Cobb, Clifford Jones.

**Apologies:**

Joan Probert, Effie RaHS, Jeanne Dymond, Diane Pannell, Lindsey Sandy, Mena Canning, Nogah Wilson, Sylvia Biggs, Pat Jeanes, Jenni Townsend, Margaret Cotton, Heather Lamacraft, Alison Lavington, Lynne Bardell, Julie Driscoll, Penny Gibbings, Shelagh Boughton, Brian Murphy, Tim Willcocks, Sue Hathaway, Annie Hazeldine, Juliet Dresser, Neelam Thapen, Rob Ferguson, Branka Mason, Christine McKay, Jan Lloyd, Marian Priestley, Liz Bridger, Ann Dahms, Kathie Maberley, Michael Nixon-Livy, Jill Norfolk, Caroline Kremer, Fran McCann, Mandy Hermitage, Rosemary Cunningham, Janet Graham, Robert Manning, Beth Darrall, Glynda Green, Linda Meredith, Sue Gassick, John Lynch, Sylvia Wilkinson, Penny Mallet, Randy Barber, Paula Esson, Laura Bowers, Kevin Jefferson, Aurele Broom, Sunayana Clark, Stuart Houston, Michael Morris, Alwyn Wood, Norman Ogden, Di Evans, Krystyna Monks, Diane Lowy, Barbara Tomlinson, Valerie Tyler, Diane Wyatt, Jane Phillips, Pauline Baker, Lin Gregory, Victoria Rossiter, Pat Bryden, Sheila Karapetian, Carol Clark, Jane Ross, Maggie Miles, Jan Conran, Rosemary MacAllister, Sally Tyler, Beverley Speir, Catherine Ford, Cheryl Liss, Julie Chellingsworth, Susannah Hall, Robert Ford, Ann Mundker, Fiona Williams, Nikke Ariff, John Wilks, Trevor Griffiths, Teresa Elwell, Beth Darrell, Alastair Rattray, Tony Crimes, Nicola Morgan.

**Minutes of 1<sup>st</sup> AGM on 26 November 2005**

Approved

**Matters Arising**

None

**1. Structure of Forum**

**Peter Briant**

a. Full members:

Three Associations – BA(UK); BPA; BTER

Representatives, sitting on Committee:

BPA – Angela Power

BA(UK) – Peter Briant; Helen Perkins & Nicola Morgan (job sharing)

BTER – Janet Barry; Nikke Ariff

b. Affiliate members:

None at present. Plan to contact educational establishments to invite as affiliate members.

c. Lay members:

Jenny Gordon and Lynden Lane. Lay members have no votes.

## **2. Chairs Report** **Jenny Gordon**

This past year has been a successful one.  
NOS is completed and signed, awaiting official approval before being published.

The next stage for the Forum is to look at training provision across the UK. This is a large project that Lynden, as an independent person, has agreed to manage. This work will feed into the development of the core curriculum, CPD requirements, accreditation and apel etc. and grandparenting schemes which will be developed as part of VSR. The Forum plans to invite all training providers to a meeting to discuss future options. The date will be confirmed as soon as possible.

At the same time, research and development are key to the future of Bowen, and a sub-group of the Forum Committee will be established in due course

The Forum has been very active in the PFIH consultation process, have attended the workshops set up by PFIH as part of the process and provided feedback. We have achieved most of the criteria set out by PFIH to continue to be involved in the process. An invitation to be part of the Working Group to develop the most appropriate federal model will be issued to the Forum. Bowen practitioners need to decide whether they wish to go down this path by Dec 15<sup>th</sup> 2006, and the Forum will be consulting with practitioners in the next couple of months. If the Bowen professionals give the mandate to be included in the Working Group, a candidate and alternate will need to be nominated from the Forum committee to attend all meetings of the working group and ensure that the work of the group is communicated to Bowen practitioners.

Lynden Lane is the new lay member of the Committee:

## **3. Introduction to Lynden Lane** **Lynden Lane**

Lynden grew up in Yorkshire, and spent a lot of time in Australia.  
She worked for over 30 years in the computer industry, retiring one year ago.

Being passionate about CAM and an enthusiastic user for the last 35 years, she is taking advantage of her retirement to become more involved in projects that promote CAM. Responding to an advert for lay involvement in CAM regulation, she requested joining the Bowen Forum and is delighted to be accepted.

Lynden has much experience of Bowen therapy as a consumer and has been impressed by her treatment. She brings much support and enthusiasm to the Forum.

With Business experience of research and project management, Lynden is keen to aid the Forum in its work towards regulation. Especially close to her heart is accessibility of CAM to all sectors of society with regards appropriate therapies, costs and safety issues.

Next year Lynden will utilise her organisational skills within the education & training aspect of the Forum's work, offering impartiality and a main point of contact.

#### **4. Treasurer's Report**

**Peter Briant**

The accounts for the twelve months ended 31 December 2005, attached, and are prepared on the accruals basis.

The income for the period comprised membership subscriptions of £1,518, together with £3,409 of the £4,545 grant from the Prince's Foundation for Integrated Health (PFIH). The remaining £1,136 of the grant is included in the balance sheet as deferred income, since it relates to the first quarter of 2006. In addition to the grant income, membership subscriptions are charged to the professional associations who are full members of the Bowen Forum. In 2005, the associations were charged £2 per therapist member, and in 2006, we charged £3 and included associate members. The budgeted figure is £4 per member for 2007.

The grant received from PFIH was £4,545, and covered the year to 31 March 2006. The Forum incurred very little expenditure up until the end of April 2005, when we recruited our lay Chair, Jenny Gordon, to whom we pay an honorarium. Then activity began to pick up. In the summer of 2005, we heard that we had been accepted onto PFIH's regulation programme, and at about the same time, Skills for Health announced that it would be willing to work with the Forum in establishing NOS for Bowen. The NOS project involved a working party of nine Bowen therapists who met together over an 8 month period to produce the draft guidelines. This led to an increase in travel expenses. We are very grateful to all those involved in the NOS working party and for all their voluntary hard work: Sheila Bryant, Michael Burgess, Lorraine Cramp, Karen Eastham, Wendy Evans, Susan Hagan, Lucy Orchard, Clive Parberry Joan Probert and Judy Wright.

Apart from these costs, other expenses are kept low because the newsletter and associated updates are either sent out electronically or they are posted by the professional associations. However, with the increasing number of meetings, and the need to keep people better informed, expenses have increased in 2006, and will do so again.

I am pleased to say that in 2006, PFIH has renewed its grant to the Bowen Forum, and we will receive a further £4,545 for the year to 31 March 2007. The main conditions attached to the grant are: that it is used to achieve the objectives of a regulation programme; that we appoint lay membership to the committee; that we consult with practitioners and stakeholders; and that our accounts are reviewed by an accountant. PFIH also gave us a further grant of £850 to cover the additional expenses incurred during the consultation period this summer.

In August 2006 we recruited our second lay committee member, Lynden Lane, who will be working on the education sub-group. PFIH have recently awarded us a further grant of £500 in September 2006 to cover travel expenses for lay committee members. We are very grateful to the Foundation for their continued financial support.

The aim of the Forum is to manage resources effectively by keeping costs reasonable whilst being realistic as to the costs incurred during establishing VSR for Bowen. The Forum is committed to developing its ability to be self-sustaining so that the work of

VSR can continue once the PFIH grant finishes. Currently the levy paid by the associations contributes to the work of the Forum. In order to meet future financial challenges, the Forum plans to have regular dialogue with the associations and the training schools to agree on the fairest and the most realistic ways of funding in the future.

At the AGM last year, I announced that the levy paid by associations would be £5 per head, but I am pleased to say that it has not been necessary to charge this amount; the charge is reduced to £3 per head. We have been helped in this by the additional grant from PFIH towards the costs of the consultation period, and also by the fact that NOS expenses, professional fees and the web-site costs have been considerably less than budgeted. For our web-site, we are greatly indebted to Richard Baverstock, who has produced an excellent site for us at very low costs.

At the end of 2006, we expect to have a bank balance of about £6,200, of which about £1,100 represents the prepaid grant for the first quarter of 2007. The remainder of £5,100 sounds a lot, but it represents less than a year's expenditure, and I believe that it is an appropriate level of reserve to carry forward. Although the Forum will budget to make a surplus every year, we do not intend to increase our reserves by much in succeeding years. At the end of the VSR process, any surplus funds can be returned to the member associations.

Accounts (attached)

*Proposed* Peter Briant

*Seconded* Angela Power

Next year's fees will be set lower than was estimated last year, and it is intended that the Forum charge £4 to professional associations for each full and associate member. Fees for Affiliate members will be discussed with PFIH and the training establishments, and an appropriate and fair basis for charging will be agreed in due course.

*Proposed* Peter Briant

*Seconded* Jenny Gordon

Honorary officers of the committee are invited to continue in their roles until the next AGM 2007, and have accepted, as follows

Secretary – Angela Power

Treasurer – Peter Briant

*Proposed* Jenny Gordon

*Seconded* Janet Barry

#### Raised Issue

John Francis: It is appreciated that the budget has been managed well and there has been no over spend – good housekeeping.

#### Any Other Business

1. John Francis: On behalf of BTER, many thanks for the committee's hard work in the past, and an offer of appreciation for the on-going work.

2. Approval of expenses:

Cheque for £25.50 made payable to Richard Baverstock for web-site developments in September 2006.

3. As an incentive for responding to the Consultation over the summer, the Forum offered to pay for CPD courses to the first two names drawn.

Names drawn by Lynden:

Alwyn Wood

Diane Pannell

These people were not attending today, Peter to notify them of their winning.