BAPEN Annual General Meeting

Wednesday 12 November 2025 at 08:30–09:00

BAPEN Annual Conference 2025

ICC Wales, Coldra Woods, Newport NP18 1DE

BAPEN

Welcome from the Chair

Co-Chair of the Board of Trustees

Phil Lyons MBE

Roger Phillips

BAPEN

Receive apologies for absence

Co-Chair of the Board of Trustees

Phil Lyons MBE

Roger Phillips

BAPEN

❖ Papers in the members' area at: https://www.bapen.org.uk/member-area/bapen-annual-general-meetings/

Agenda

1. Receive welcome from the Chair
2. Receive apologies for absence
3. Approve the minutes of the last meeting held on 5 November 2024
4. Review matters arising from the last meeting
5. Receive the President's report
6. Receive the Honorary Treasurer's report
7. Approve the annual report and accounts for the year ended 31 December 2024
8. Approve the appointment of the auditors
9. Receive the Honorary Secretary's report
10. Confirm the appointment of elected Officers and Council members
11. Confirm the resignation and appointment of charity trustees
12. Resolve to change the clauses in the *Constitution of the British Association of Parenteral and Enteral Nutrition*
13. Take questions from members
14. Set the date and location of next Annual General Meeting

BAPEN

Approve the minutes of the last meeting

- Propose, second and approve the minutes of the last AGM held on 5 November 2024

- Proposer
- Seconder
- Vote

BAPEN AGM VOTE 1

BAPEN

Review matters arising from the last meeting

Co-Chair of the Board of Trustees
Phil Lyons MBE
Roger Phillips

BAPEN

President’s report

Dr Nick Thompson

BAPEN President

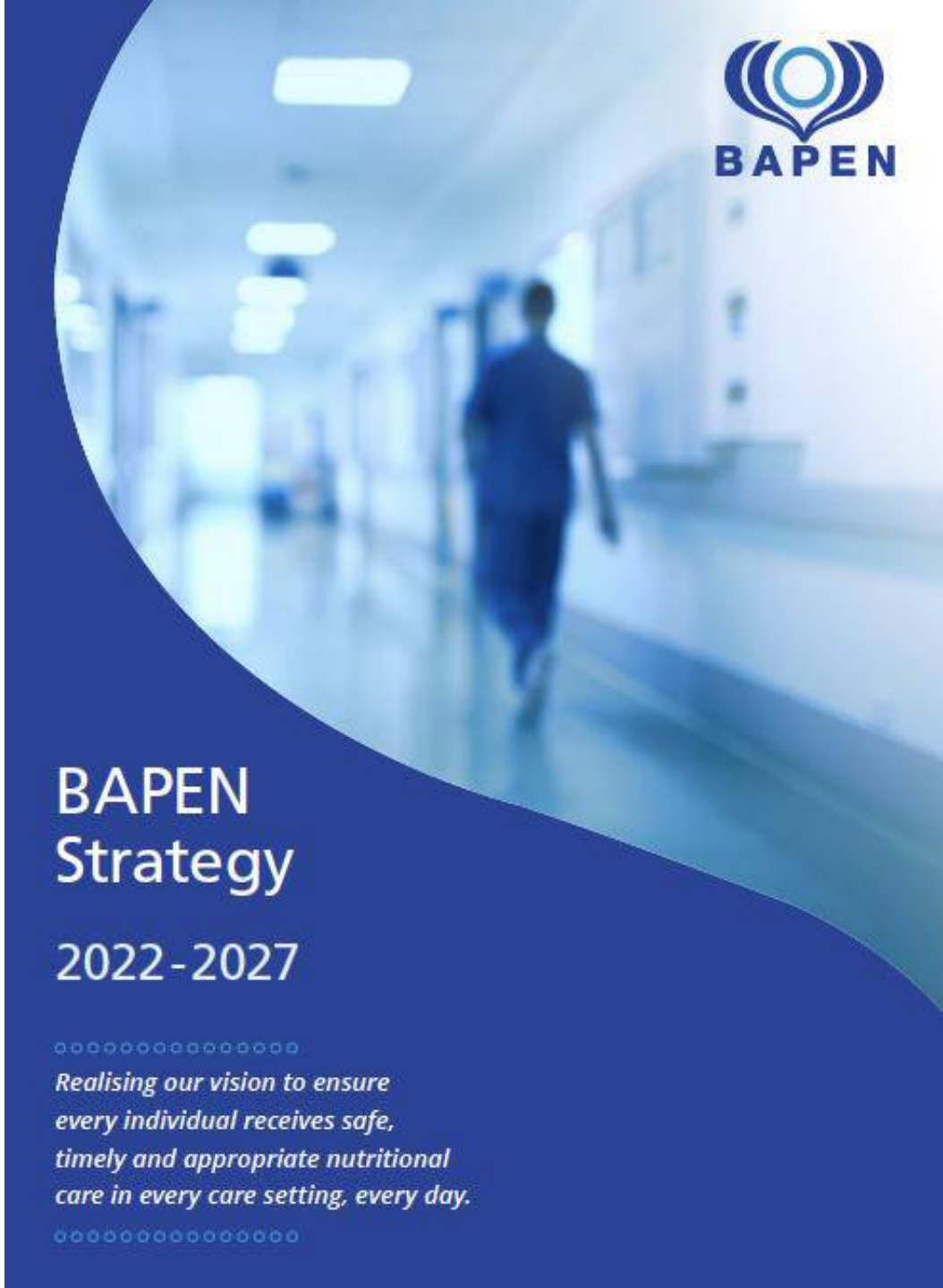
BAPEN key work in 2024

- Launched a new website
- Council meetings opened to members to join interactive session
- Simplified our membership renewal process
- IF registry
- New guidelines
- Successful conference
- New SIG – BETA
- Barry Jones, Chair, COVID-19 Airborne Transmission Alliance (CATA)
- Engagement with Darzi report and NHSE 10-year plan
- Joined UK Health Alliance on Climate Change (UKHACC)

BAPEN

Strategy 2022–2027

- Launched at Annual Conference in November 2022
- Principles: ‘Listen’, ‘Lead’ ‘Share’ and ‘Support’
- Strategic priorities: ‘Knowledge’, ‘Reach’ and ‘Sustainability’
- Focus over five-year period to 2027
  - To facilitate and support improvements in knowledge and understanding to deliver excellent nutritional care to all those in need
  - Extend our reach to raise awareness of malnutrition and influence consistent and equitable access to excellent nutritional care across the four nations
  - Maintain BAPEN as a sustainable charitable organisation though sound financial and succession planning, people development and protection of the environment
- Work of all BAPEN groups has the strategy objectives in focus
- Set up and maintain a log of targets and actions against the strategy



Annual Conference 2024

- In 2024, conference held in England
- 784 delegates (753 in year 2023)
- Masterclass in 2024: 62 delegates (2023: 64)
- Great feedback across the programme
- Abstracts
  - 113 abstracts
  - Nine oral presentations
  - Published on BAPEN website – flip book
  - Published in *Clinical Nutrition ESPEN*, Aug 2025 Clin Nutr ESPEN. 2025 Aug;68:817–875.
  - PENG Award – three winners
  - BAPEN Medical Powell-Tuck Prize – three winners
- Good support from exhibitors – 40 stands





BAPEN

Annual Conference 2025

- Conference in Wales
- 10–12 November 2025
- 584 pre-registered delegates
- Masterclass: 63 delegates (2024: 62)





BAPEN

Next year

- BAPEN Annual Conference
- 9–11 November 2026
- Bournemouth International Centre







UK Malnutrition Awareness Week (UKMAW) 11–17 November 2024

- Co-founded in 2018 by BAPEN and Malnutrition Task Force (MTF)
- Week of awareness-raising activities
  - Delivered a multi-channel social media campaign across both BAPEN and MTF social media channels, including X, Instagram, LinkedIn and Facebook.
  - Shared the theme of ‘Ask, Look, Listen’ to remind audiences about the dangers of malnutrition and educate both professionals and the public about how to support people at risk of malnutrition.
  - Proactive outreach was conducted to targeted patient advisory groups and professional organisations to widen the reach of the campaign’s key messages. Support was welcomed from several organisations, including Age UK, Dementia UK, Genetic Alliance, the Mouth Cancer Foundation, and more.
  - Publicised MAG’s annual malnutrition and nutritional care survey via paid social media content, encouraging 189 link clicks to complete data submissions from across the UK.
  - Paid adverts via UKMAW Instagram page reached 11,674 accounts (up from 592 accounts reached organically in 2023).

BAPEN

Honorary Treasurer’s report

Sarah Zeraschi

BAPEN Treasurer

BAPEN

Summary of year end to 31 December 2024

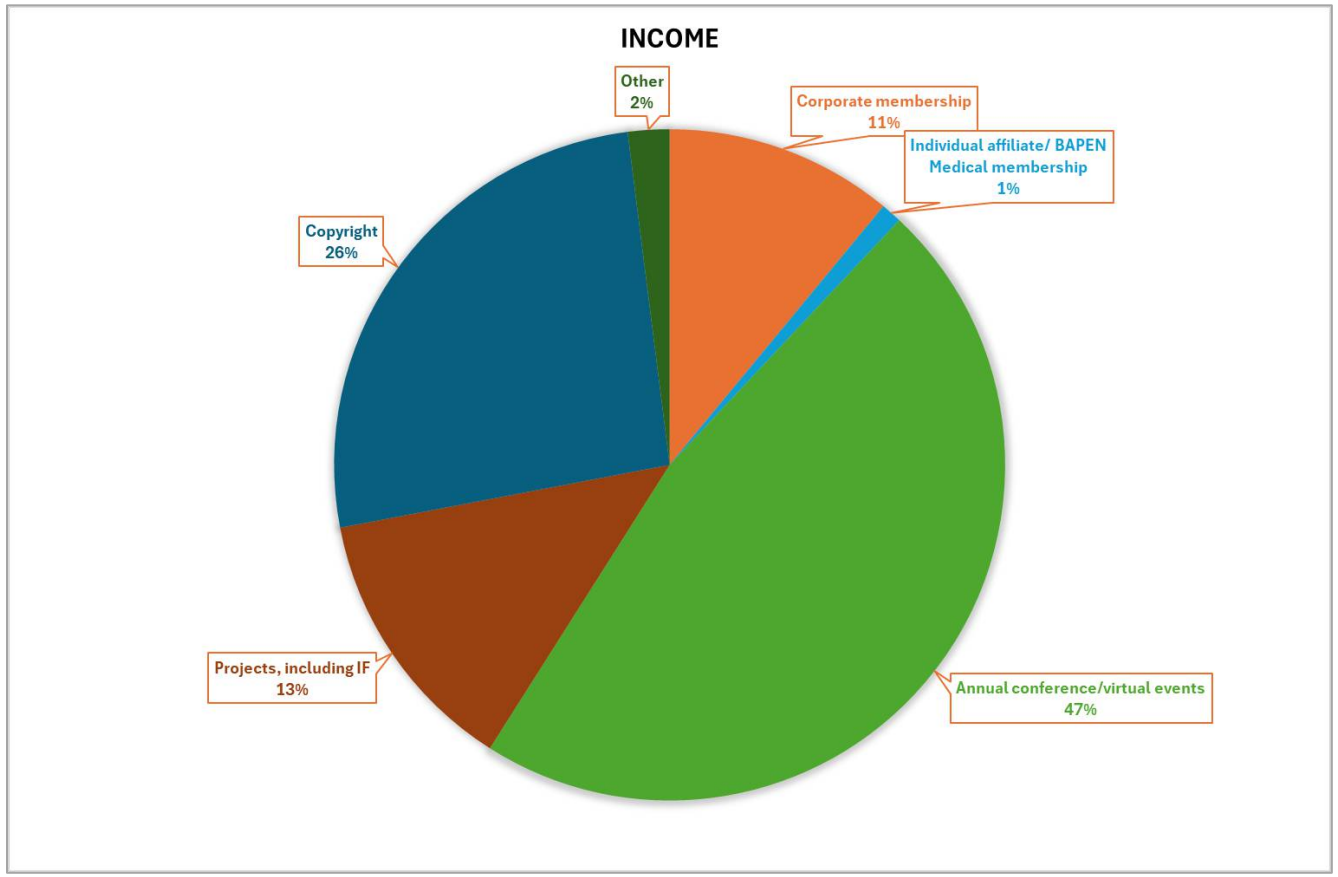


	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
Y/E profit/loss	-£2,000	-£2,010	£71,062	-£2,012	-£2,098	-£52,000	-£97,633	-£8,158	£891	£55,165	£40,893	£39,144	£141,810	£291,729	£117,446	£149,633

- Financial position has improved dramatically over the last decade and BAPEN has continued to generate a surplus in 2024
- Corporate/industry sponsorship has remained stable vs 2023 at £72,000
- Conference and events generated a surplus of £63,733
- Licencing income increased vs 2023 and generated £177,580
- Overall year-end surplus £149,633
- Financial reserves at end 2024 are £1,058,282

BAPEN

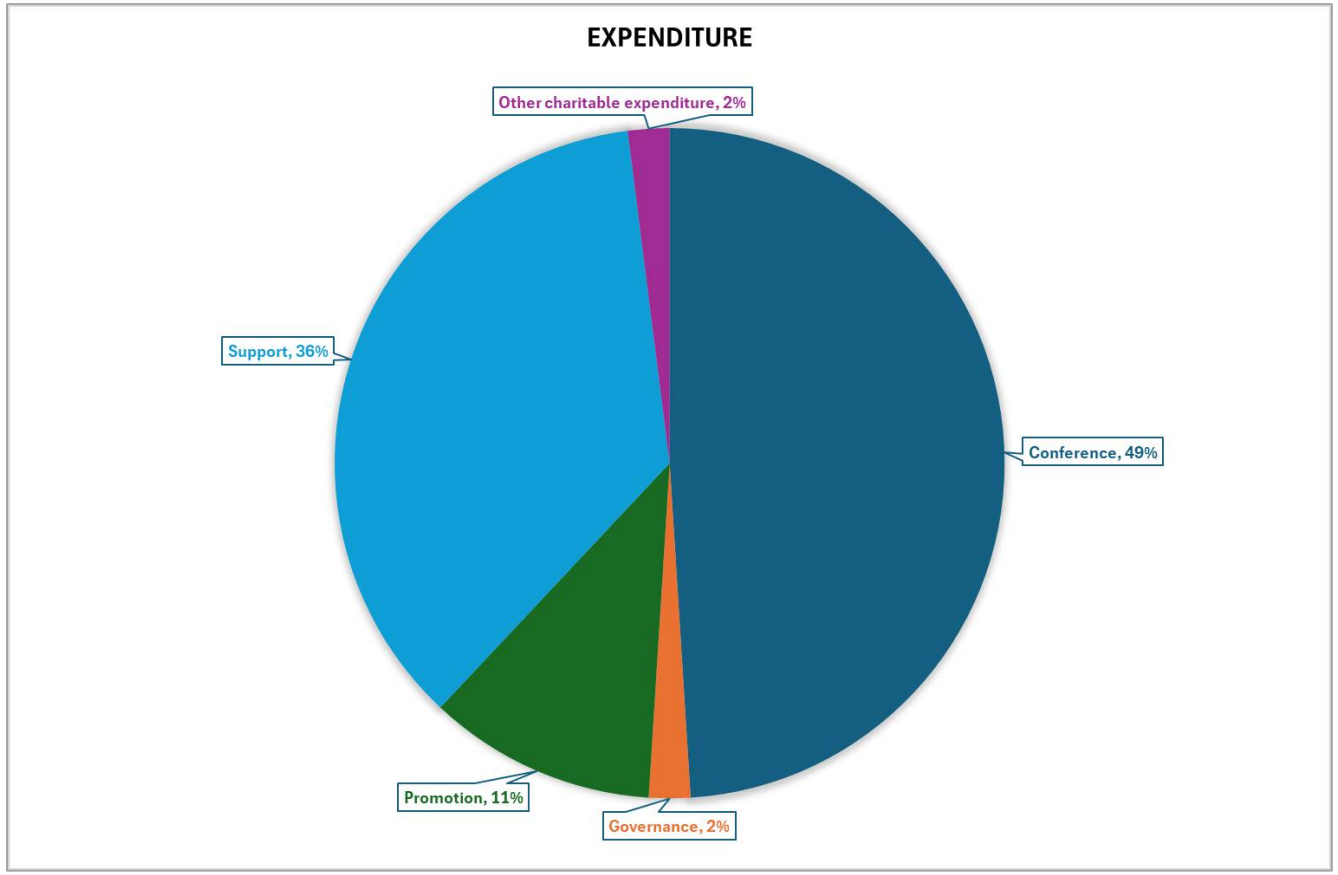
Charitable income for year 2024



- Projected income £587,412
- Actual income £665,110
- Majority through
  - Successful conference
  - ‘MUST’ copyright license renewal
- BAPEN grateful to corporate members

BAPEN

Charity expenditure for year 2024



- Expenditure in line with 2023
- Key spend on conference
  - Important learning opportunities
  - Improved facilities
  - Attracted further sponsorship
  - Positive feedback from delegates
- Core and special interest groups
- Quality improvement project
- Research awards
- Office support for work of the charity

BAPEN

Current position

- Reserves
  - At year end 2024: £1,058,282 (£908,649 at year end 2023)
- Reserves policy
  - 12 months' costs
  - Level set by the trustees at £460,000
  - Distributed across banks/building societies protected by FSCS scheme
  - In keeping with the reserves policy, additional accounts will be set up

BAPEN

Future finance plans

- Investment of charitable funds in line with priorities in the BAPEN five-year strategy
- Copyright licensing income generated large portion of BAPEN funding in 2024
  - To reduce significantly in 2026
- Income generation planning is underway
- Office fees are higher than pre-2022
  - Review of services underway
- Higher conference costs have delivered a more professional event and will continue
- Costs for database management for intestinal failure (IF) registry
  - Valuable resource to NHS England for managing IF services
  - Contract with current registry provider ends March 2026
  - Negotiations underway with NHSE and new provider
  - Income to be agreed so cannot predict impact on future budgets

BAPEN

Approve the annual report and accounts

- Propose, second and approve the annual report and accounts for the year ended 31 December 2024

- Proposer
- Seconder
- Vote

BAPEN

Approve the appointment of the auditors

- Propose, second and approve that the trustees can appoint, as necessary, one of following auditors:
  - Karen Hanlan
    - Independent Examiner
    - May retire during 2026
  - TC Group
    - Current BAPEN financial accountants but no conflict of interest, would be a separate team

- Proposer
- Seconder
- Vote

BAPEN AGM VOTE 3

BAPEN

Honorary Secretary’s report

Dr Charlotte Rutter

BAPEN Secretary

BAPEN

BAPEN membership 2023–2025



BAPEN membership summary

- Membership numbers fluctuated in 2024.
- BAPEN membership is free for all core group members, with core group memberships representing over 50% of the overall membership numbers at the end of 2024.
- Work is progressing with PENG to find a solution to increase and retain PENG members to take up free BAPEN membership.
- If you are a member of a BAPEN committee, membership of BAPEN should be in place and kept current. Almost all the current members of committees are BAPEN members.

BAPEN

BAPEN strategy: knowledge, reach and sustainability



- BAPEN Regional representatives
  - Increase from 15 to 17 regions covering England, Northern Ireland, Scotland and Wales.
  - Newly configured regions in England to reflect NHS England boundaries.
  - Email sent to members to ask for expressions of interest for those regions without a representative.
- Purpose of the role
  - To act as the primary point of contact for information between the BAPEN Executive and regional members delivering BAPEN key strategies.
  - To deliver education in the regions making it more accessible to members.
- Regional representative vacancies
  - West Midlands, South Thames, Wiltshire, Gloucester and Bristol, Dorset and Somerset

BAPEN

BAPEN strategy: knowledge, reach and sustainability

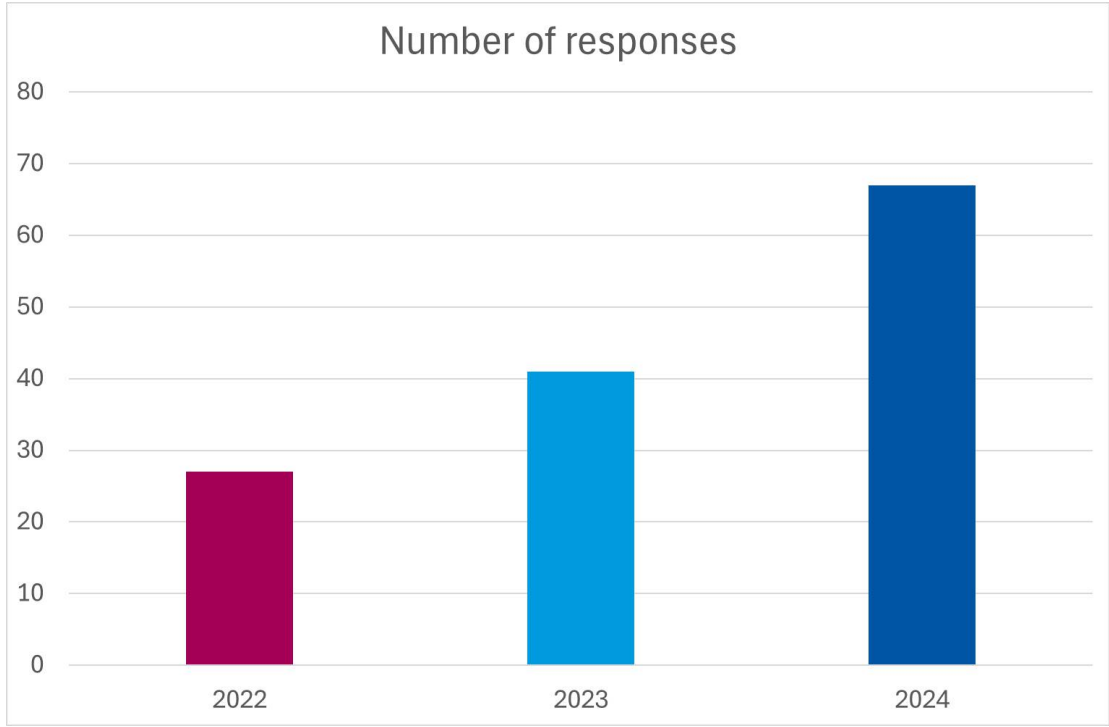


Region	Representative
Northern Ireland	Sarah-Jane Nelson and Pete Turner
Scotland	Francesca Moroni
Wales	Amelia Jukes
North West	Cathy Cawley
North East	Madeleine Lee
Yorkshire and the Humber	Sarah Zeraschi and Deputy Regional Representatives: Amber Webb and Sharn Day
East Midlands	Melanie Baker
West Midlands	***Vacant***
East of England	Pinal Patel
North Thames	Andrew Rochford
South Thames	***Vacant***
Kent and Sussex	Paul Kitchen
Surrey and Hampshire	Maeve Tierney
Buckinghamshire, Oxford and West Berkshire	Peter Austin
Wiltshire, Gloucester and Bristol	***Vacant***
Dorset and Somerset	***Vacant***
Devon and Cornwall	Richard Johnston

BAPEN

Equality, Equity and Diversity (EDI)

- EDI policy launched March 2021
- Annual pulse check survey since 2022
- Aim to check on implementing the aims of our EDI policy
- Overall satisfaction with BAPEN remains high
- Engagement rates with the pulse check increasing each year



Engagement with the pulse check increasing each year

BAPEN

Equality, Equity and Diversity (EDI)

The questions asked are:

1. What is your age?
2. What is your sexual orientation?
3. How do you prefer to identify yourself?
4. Is your gender identity the same as assigned to you at birth?
5. Ethnic background/ethnicity
6. Do you have a physical or mental impairment which has a substantial and long-term adverse effect on your ability to carry out your normal day to day activities?
7. What is your religion or belief (including non-belief)

BAPEN

Equality, Equity and Diversity (EDI)

Recommendations

1. BAPEN should continue to run an annual pulse check and report the results to council.
2. BAPEN should articulate to members the changes that are made based on the pulse check.
3. BAPEN should ensure a minimum standard of information in advertisements for positions within BAPEN.
4. BAPEN should consider expanding the ‘Associate’ officer role if the Associate Communications officer position is successful.
5. BAPEN should provide a mentorship programme to our members.
6. BAPEN should continue the annual letters of thanks to the CEOs of Council officers.

BAPEN

Board of Trustees

Role	2024	2025
Co-Chair, Board of Trustees	Phil Lyons MBE	Phil Lyons MBE
Co-Chair, Board of Trustees	Roger Phillips	Roger Phillips
BAPEN President	Nick Thompson	Nick Thompson
BAPEN Secretary	Charlotte Rutter	Charlotte Rutter
BAPEN Treasurer	Sheldon Cooper (to 5 November 2024) Sarah Zeraschi (from 5 November 2024)	Sarah Zeraschi
BAPEN Faculty	Dr Barry Jones (Chair to 18 June 2024) Dr Alastair McKinlay (co-Chair from 18 June 2024)	Dr Alastair McKinlay
External trustee	Dianne Jeffrey CBE DL (to 18 June 2024) Sarah McIntyre (from 18 June 2024)	Sarah McIntyre
External trustee	Alan Brown (from 13 September 2024)	Alan Brown

BAPEN

Elected Officers and Executive members

Role	2024	2025
President	Nick Thompson	Nick Thompson Jane Fletcher (President-elect from 12 November 2025)
Secretary	Charlotte Rutter	Charlotte Rutter
Treasurer	Sheldon Cooper (to 5 November 2024) Sarah Zeraschi (from 5 November 2024)	Sarah Zeraschi
Professional Affairs Officer	Jane Fletcher	Jane Fletcher
Communications Officer	Kate Hall	Kate Hall (to 12 November 2025) Ellie Coles (from 12 November 2025)
Clinically assisted nutrition and hydration Officer	Sarah-Jane Nelson	Sarah-Jane Nelson
Education Officer	Emma Parsons	Emma Parsons
Malnutrition Officer	Emily Walters	Emily Walters

BAPEN

Committees

Committee	Chair 2024	Chair 2025
Standing committees		
Intestinal Failure Register (was British Artificial Nutrition Survey)	Sarah-Jane Nelson (IF Registry) Emily Walters (Enteral)	Sarah-Jane Nelson
Data Governance Group	Sarah McIntyre	Sarah McIntyre
Malnutrition Action Group	Emily Walters	Emily Walters
Programmes	Peter Turner	Pete Turner (to 12 November 2025) Sarah Illingworth (Chair-elect)
Special Interest Groups and associated groups		
British Enteral Therapy Alliance (BETA)	Sarah Durnan (co-chair) Laura Nicholson (co-chair)	Sarah Durnan (co-chair) Laura Nicholson (co-chair)
British Intestinal Failure Alliance (BIFA)	Jeremy Nightingale	Jeremy Nightingale
Nasogastric Tube Special Interest Group (NGSIG)	Linda Broomfield (co-Chair) Suzy Cole (co-Chair)	Linda Broomfield (co-Chair) Suzy Cole (co-Chair)
Patient Network Group (PNG)	Carolyn Wheatley	Carolyn Wheatley
Sustainability Special Interest Group (SSIG)	Ashley Bond (from June 2024)	Ashley Bond
The Nutrition Society	Caroline Childs	Caroline Childs
Faculty		
Advises Council and the Executive and brings to their attention any concerns regarding future strategy	Ailsa Brotherton, co-Chair Alastair McKinlay, co-Chair	Ailsa Brotherton, co-Chair Alastair McKinlay, co-Chair

BAPEN

Other Council members

	Chair 2024	Chair 2025
Core Groups		
BAPEN Medical	Emily Clarke	Emily Clarke
British Pharmaceutical Nutrition Group (BPNG)	Priya Mistry	Priya Mistry
British Society of Paediatric Gastroenterology, Hepatology and Nutrition (BSPGHAN)	Akshay Batra	Keith Lindley
National Nurses Nutrition Group (NNNG)	Natalie Welsh	Natalie Welsh
The British Dietetic Association Parenteral & Enteral Nutrition Specialist Group (PENG)	Linda Cantwell	Linda Cantwell
PINNT, A support & advocacy group for people on Home Artificial Nutrition (HAN)	Carolyn Wheatley	Carolyn Wheatley
Additional members		
Scotland	Francesca Moroni	Francesca Moroni
Wales	Amelia Jukes	Amelia Jukes
Northern Ireland	Sarah-Jane Nelson Pete Turner	Sarah-Jane Nelson Pete Turner

BAPEN

Changes to the BAPEN *Constitution*

Dr Charlotte Rutter

BAPEN Secretary

Resolution 1

- Clause 19 ‘BAPEN Faculty’, clause 19.4
  - There shall be no fixed term for members of the Faculty, with the exception of the position of chair of the Faculty which will be a three-year term of office, with the option for re-election for a further two terms of three years subject to a maximum of nine consecutive years.
- Edit clause 19.4 to:
  - Members of Faculty, by invitation from the BAPEN Council, should reflect the multidisciplinary nature of BAPEN and shall be appointed for a term of three years. They may be reappointed with their agreement and on the recommendation of BAPEN Council and, subject to advice from the President and the other members of Faculty for a further three years, following which members should normally stand down for a period of at least three years before becoming eligible for re-appointment. The position of Chair or co-Chair of Faculty will be for a three-year term of office, with the option for re-election for a further three-year term. The Chair or co-Chair would continue to be a member of Faculty until the end of their tenure as either Chair or Co-Chair.

BAPEN

Approve resolution 1

- Propose, second and approve the changes to the BAPEN *Constitution*

- Proposer
- Seconder
- Vote

BAPEN

Questions from members

Co-Chair of the Board of Trustees

Phil Lyons MBE

Roger Phillips

BAPEN

Annual General Meeting 2026

The next AGM will be held at the BAPEN Annual Conference 2026
10–11 November 2026 at the Bournemouth International Centre
(AGM meeting date and time TBC)

BAPEN Annual General Meeting

Wednesday 12 November 2025 at 08:30–09:00

BAPEN Annual Conference 2025

ICC Wales, Coldra Woods, Newport NP18 1DE

BAPEN