

Present: Ishita Handa (IH), Verity Diamond (VD), Naya Amakye (NA), Rachel Sharp (RS), Daniella Bruchez (DB), Jaime Chan (JC), Eleanor Hennebry (EH), Ella Beard (EB), Kirstie Kirley (KK)

Apologies: Fadi Al-Zubaidl (FA), James Steeds (JS), Zoe Lamond (ZL), Elena Rybka (ER), Mary Xie (MX), George Cole (GC), Julia Craggs (JC), Katie Malone (KM), Ben Holland (BH), Victoria Roberts (VR)

	Agenda Item	Notes	Action Points
1.	Handovers and AGM	Dates for Easter holidays different for pre-clinical and clinical Feeling that people want to bring forward handover etc so they are well clear of exams	FA and IH: to discuss moving dates (earlier) for elections and handover Everyone To be available for 18 th May AGM
2.	Re-affiliation form for sub societies		JC, IH, FA: meet to review this form and discuss dates for re affiliation (before next meeting)
3.	Electives event	Room booked for 17 th Feb, LT in Queens building 11-3pm	VD: to advertise this event within the week
4.	Well-being month	4 week event from the 8 th March, Friday evening talks	NA: consider advertising within the next few weeks
5.	SSLCs	Foundation SSLC (years 1 and 2) tomorrow 4 th Feb.. lots of confusion about this date! Clinical SSLC: confusion about any differences with foundation and clinical years reimbursement – transparency? We want to resolve this ASAP but no update from the last SSLC!	VD: Chase up the expenses for Southmead discussed at last clinical SSLC i.e. with Nicola Taylor
6.	Events	Annual Ball: <ul style="list-style-type: none"> - Tickets released tomorrow - Separate tickets for alcoholic / non-alcoholic drinks - Crepe van Consider a whole medical school ceilidh! 11 th May!	EB and KK: send newsletter advert to JC tonight. Research possibility of the OTC and a ceilidh!
7.	Sports	Nantes: Conflict with the grad ball – this needs to be avoided next year with more communication with the grad ball committee. Waiting on absences to be approved, should all be fine.	
8.	Certificates	For societies -	JC and IH: Discuss plans for this at meeting from above

