



Council Meeting Minutes

Meeting Name:	Council Meeting
Date of Meeting:	9 th February 2024
Location:	Sheffield & Virtual - Teams
Chair:	David Nunns

Attendance	Apologies
David Nunns Caroline Owen Ruth Murphy Stephanie Ogden Lisa Kirby Katie Robinson Tara Robinson Rosalind Simpson Archie Krishna Vanitha Sivalingam Ursula Winters Sarah Schoeman Matilda Fox	Jennifer Smith Zoe Blakemore

Discussion	
Minutes of the Last Meeting	Action
<ul style="list-style-type: none">• Reviewed minutes of the last meeting.• Action points had already been highlighted to discuss in this meeting's agenda.• Council happy with the minutes.	
BAD Workstream & LS Patient Resource	Action
<ul style="list-style-type: none">• Caroline explained what the BAD Workstream is.• It continues to be multi-disciplinary and has representation from Gynaecology, GUM, General Practice and Dermatology. There is a lot of overlap with the Council as Sarah and Lisa are representatives for GUM and Dermatology. David is also part of both.• The aims are:<ol style="list-style-type: none">1. To provide high quality, reliable educational resources to all health care practitioners working in the field of vulval disease to improve patient care.2. To promote and facilitate multi-disciplinary working in the field of vulval disease to support best practice and improve patient care.3. To work with all stakeholders to raise awareness of vulval disease and ensure that appropriate services are commissioned and supported.	



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4. To support and promote research into the diagnosis and management of vulval disease.

- Caroline explained that together with Roz, Lisa and Sophie Rees (a sociologist in Bristol) they have been working on an education package for patients with vulval lichen sclerosus.
- The aim is to design a comprehensive, reliable, evidence-based information package to support patients.
- Caroline highlighted that they have been successful in their applications for funding for this project. The BSSVD and Wellbeing of Women have both donated £15,000 each. The BAD Special Interest Group has donated an additional £10,000. This gives a total of £45,000.
- Caroline confirmed they have been having regular meetings and there is a project plan in place. There are currently 3 patient representatives as part of the core group.
- Roz suggested that Matilda should think about a social media strategy on how to publicise the new patient resource to boost engagement. Roz suggested that Matilda be involved in the next meeting when content is being developed.
- Caroline said they will be reaching out to Council for advice in terms of content when things are more developed.
- The other part of the Vulval Workstream is education.
- There will be a training day which Caroline will discuss later in the meeting.
- Caroline highlighted they have updated BSSVD guidelines (Standards of Care Document) for the management of patients with vulval disease. They have been trying to work out how that can be used most effectively. This has been difficult and hasn't been developed in the past year.
- Caroline mentioned she has met with the policy manager at the Royal College of Obstetricians and Gynaecologists, Rosie Woolworth, who put Caroline in touch with the lead for Women's Health at the Department of Health & Social Care. Caroline met with her and the commissioning lead for Women's Health Hubs. It has been hard for this to translate into any actual action.
- Caroline was invited to the Women's Health Summit at the RCOG but unfortunately couldn't make it due to last minute timing changes. Since then, Caroline has been back in contact with them again to request a meeting.
- Caroline highlighted she has a meeting at the end of the month with the Specialist Registrar Public Health who has something to do with the commissioning guidance in women's health hubs.
- Caroline explained she is trying to lobby as many people as she can to get vulval disease recognised as part of the women's health hubs.
- Caroline has been invited to talk about how vulval disease overlaps with other areas at a regional women's health hub event in Lancashire and South Cumbria in June.
- Vanitha asked about when the BSSVD Guidelines document will need updating. Caroline confirmed it will need doing. Steph suggested it gets added to the annual Council Meeting agenda to review.
- David highlighted the key purpose of the document was the development of MDTS and the setup of multi-disciplinary team from different specialties to

RS & MF



<p>try and provide an opinion on the best practice of care for women with the most complex disease. David said there is no handle on how many of these MDTs are running. He thought there was one in Scotland and one in Leeds. Vanitha confirmed there is one in Cheshire/Mersey, Archie confirmed there is one in Birmingham and Steph confirmed there is one in Manchester.</p> <ul style="list-style-type: none"> • Caroline suggested a list of these MDTs should be added to the website. • David asked if we should add something to the next newsletter asking if people are running an MDT and if the Council can contact them. Steph suggested sending a survey. Roz suggested asking at a meeting as it's likely you'll get a better response rate. • Tara mentioned the clinic map on the website and David said this needs reviewing as it might be out of date. Vanitha suggested a map might not be the best, but a list would be good with a contact detail of the lead person. • Council to work on an MDT list for the website. • David asked Caroline if the document should be published in a journal. Caroline wasn't sure what the requirements for this would be. Vanitha suggested emailing the BJD to ask. Caroline said she would ask. • BSSVD Guidelines to be added to the next Council Meeting agenda. • Steph asked where the LS Patient Resource is currently at. Caroline confirmed the budget has been finalised and there was a meeting this week to talk about what they thought it might contain. The next stage is to go out to tender. There are 4 content companies to go to. • Roz said she hopes the development will go quickly and asked if Matilda can be thinking of social media strategies from the BSSVD perspective to push it out to networks over the next 6-9 months. She also suggested Matilda joins one of the next meetings. • Steph thanked Vanitha for the leaflet she created as it's been a very useful resource for patients. Matilda confirmed there were lots of replies on social media commenting on how useful it is too. 	<p>COUNCIL</p> <p>CO</p> <p>EMU</p> <p>MF</p>
<p>LP Guideline Update</p>	
<ul style="list-style-type: none"> • Roz informed the group about the LP Guideline. • The BAD took it on in February 2020 when Covid hit. They would only support it if it was just Lichen Planus not just vulval/mucosal LP. • Roz confirmed it has moved on in the past 12 months. • The vulval/mucosal section has completed their recommendations. • The cutaneous section has almost completed their recommendations. • There is a new deadline of June 2024 because the NICE are removing their KITE mark from the BSSVD guidelines. Roz is going to push to get it completed in time. • Steph highlighted the Lichen Sclerosus Guideline is being updated currently as well with the BAD with Stephanie Ogden, Ursula Winters and John Newsham all being involved. 	



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<ul style="list-style-type: none">• Ursula mentioned the VIN Guideline is progressing in the background as well but is having to be updated before its even finished due to the length of time since it was first started.• Archie Krishna has recently published an update on VIN management and has volunteered to help with the VIN guideline. The literature search needs to be updated.• David said Eman is working on this too and has requested this is brought up in May for an update.	<p>UW & AK</p>
<p>Research Update</p>	
<ul style="list-style-type: none">• Roz confirmed there are currently 2 active BSSVD Research Awards:<ol style="list-style-type: none">1. Vanitha Sivalingam – End date 29th February 20242. Aurora Almadori – End date 30th June 2024• Both had non-cost extensions several times due to delays such as Covid etc.• There is also Lisa Kirby’s award which is in the writeup stage.• Roz mentioned the joint awards with the Wellbeing of Women from last year:<ol style="list-style-type: none">1. A post-doctoral award – Up to £30,000 – There were no applications - Roz confirmed they are looking to run this again this year2. An entry-level scholarship - £20,000 – This was for people in their earlier stage of research, people who are pre-PHD who wanted to use the work as a platform for a PHD in the future. - Roz confirmed there were 2 entries for this; 1 was not eligible as they weren’t an entry-level scholar. The other was awarded the scholarship, and her name is Nancy from Stirling University, and they are a psychology graduate, couple of years post-degree and she is looking to do a priority stepping exercise for vulvodynia.• Roz confirmed that both these awards in conjunction with the Wellbeing of Women will continue to be ran going forward.• Roz informed the group, the UK Dermatology Clinical Trials Network asked if the BSSVD would be willing to run another combined award again with them this year, but that Council would need to look at funds available for this. It would be for £10,000.• Lisa spoke about a combined award with the British Skin Foundation. They will give £10,000 and the BSSVD will give £10,000. The BSF will manage the grant and Lisa has completed a memorandum of understanding, basically agreeing that the BSF and the BSSVD will co-fund and the BSF will run the award. Lisa asked if anyone had any questions about this.• Lisa highlighted that the award needs advertising. It is due to be opening at the end of February for 6-8 weeks. The BSF have said they’d like this to be a long running relationship into the future so this one needs a good uptake to help with that.	



<ul style="list-style-type: none"> • Lisa spoke about the scoring process and that Caroline, Steph and Ursula have kindly offered to do this. Lisa asked if anyone else on Council would be happy to mark and Vanitha and Roz volunteered. • Lisa will chair the group and there will be an external marker from the BSF. • Sarah said she will share with BASHH for their newsletter and Lisa is asking the BAD if it can be added to theirs as well. • Vanitha asked if the BSF was entry-level which Lisa believes it is but will check and clarify. If this is the case, Vanitha asked if Council can try not to exclude people because of their level going forward. • David asked how the £10,000 might be used and Lisa explained when she used it, it went towards her salary to buy out a day. Sometimes they are used for creating databases, lab costs etc but its typically used to buy-out time. • David said he is going to try and find previous successful grant applications the BSSVD has funded over the years. • Vanitha asked if the grants can be open for other medical professionals. Lisa confirmed the BSF grant allows this (as long as a Dermatologist is on the team) and Roz confirmed the Wellbeing of Women award is the same. • Roz highlighted a single arm BSSVD grant hasn't been done for several years. The process of doing one of the bigger, more prestigious awards can be off putting for people, so would like to consider running a smaller award being available through BSSVD if there are the funds to allow other people to be able to get a foot in the door. Roz asked if this can be looked at. • Roz asked Sarah about teaming up with BASHH and their research awards and Sarah is going to explore this. 	<p>DN</p> <p>COUNCIL</p> <p>SS</p>
<p>Social Media</p>	
<ul style="list-style-type: none"> • Council to send photos/bios to Matilda for the BSSVD Instagram account. • Matilda said the Instagram now has about 100 followers. She said the biggest hurdle is the content and often being short of things to post about. She asked for Council to send her items if they think of them. • Matilda and Katie are looking for a social media course to go on. • Caroline suggested re-posting from trustworthy accounts. • Vanitha suggested doing a 'day in the life of a dermatologist' type post. • Vanitha recommended linking with the patient support groups. • Katie asked if the Facebook group should be open for patients as well. • The target audience for social media needs clarifying. • Tara is going to investigate patients who would be willing to share their stories and ask them what they might want out of the BSSVD accounts. 	<p>COUNCIL</p> <p>COUNCIL</p> <p>TR</p>



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BSSVD Annual Scientific Meetings

2024 Meeting

- Victoria Sampson & Oluremi Mogeke joined the call as they are hosting this year's Annual Scientific Meeting.
- Victoria spoke about the agenda and how they considered feedback from previous meetings to put this together.
- Vanitha asked if Victoria can share the agenda with her so there are no overlaps for the 2025 meeting.
- Vanitha suggested the abstract deadline might be too tight for people to apply for study leave so maybe consider moving it earlier.
- David asked what Tanja was going to speak on. Victoria hoped it would be a nice overall topic, but Tanja will come back in the next week or so.
- David mentioned there are bursaries for the meetings and Lisa stated these needed advertising better as they aren't always known about.
- Roz highlighted the abstract submission for the meeting needs adding to the BSSVD website.
- Lisa questioned if the bursary needs amending for a virtual meeting. David is going to ask Zoe to change this. David agreed it was okay to keep £300 for the 2025 meeting though.
- Arche asked if it would be a good idea to remove having BSSVD membership as a stipulation for submitting abstracts as this may deter more junior people.
- Vanitha highlighted membership is only £20 for the year and Lisa suggested maybe doing it like the research grant in that successful applicants would be invited to join the BSSVD after.
- Roz stated that the current fees to register for the meeting meant there are no benefits to being a trainee member as the rates for a BSSVD member are the same.
- Vanitha suggested including the BSSVD membership fee in the meeting fee so if you registered to attend, you'd also become a member for the year. People agreed this would be a good idea.
- Council discussed changing the price for the trainees. Roz suggested looking at margins for profit at the event and then choose a rate between £60 - £120. Victoria said she'd like it to be £80 but will check with Zoe if anyone has registered as a trainee yet first.
- David discussed the RCOG and whether trainees need to come to a BSSVD meeting. Victoria confirmed it has now been changed to a SITM which is similar to the ATSM but it now can start from ST5 and this comes into force in August this year. It has just been approved by the GMC and as part of the requirements they recommend you attend a regional or national meeting. The BSSVD would be the most obvious one, but it isn't specified.
- Sarah spoke about a BASHH course and what they charged. She said the cost Victoria was hoping to charge was reasonable.
- Matilda confirmed she has already posted on Instagram about the meeting but asked if she could get the agenda to post the timetable for the day. Victoria added the link to the agenda in the group chat.
- Roz asked if Victoria had planned a prize for the best abstract presentation on the day. Victoria said she wasn't sure how it worked with the bursary and

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<p>additional prizes. Roz confirmed what they did for the Nottingham meeting, they gave a £50 Amazon voucher and a certificate. Victoria said she would ask Zoe to add it to the abstract submission information.</p> <ul style="list-style-type: none"> • Roz said she'd had a drug company ask her about sponsorship and sent them to the website/Emu. Victoria said she'd been looking at sponsors but not many were keen due to it being a virtual meeting. • David asked about the contract with Emu and that it was decided we weren't going to film and edit the presentations due to cost. Victoria explained that we are getting video backup by speakers pre-recording themselves in case of any IT issues on the day. • Sarah spoke about their BASHH courses and confirmed sponsorship didn't work well for them on virtual meetings either. Victoria explained she was hoping if they did get sponsors, she'd just like to show a quick ad between presentations to encourage them to sign up. <p><u>2025 Meeting</u></p> <ul style="list-style-type: none"> • Vanitha has some provisional dates and is looking for a venue. • The event is most likely to be May 15th & 16th 2025. • Vanitha confirmed they are hoping to run a study day for GP's and trainees the day before the event. Maybe turn into an annual training day? To be discussed at the next meeting. Katie and Caroline to liaise. • Vanitha asked Ursula how the meeting was funded. Ursula replied, you can either have a float or EMU Events would sort it, documenting all income and expenditure. • Fees decided by the Council. • Prizes and bursaries normally funded from BSSVD funds. • Organisers of the meeting only need to liaise at Council meetings with updates. EMU to provide updated budgets for those meetings. • Date and venue need to be confirmed before the 2024 meeting. • Vanitha suggested looking at alternative corporate organisers to get quotes for running the event. David keen to continue with EMU as they know the Society, have good contacts for sponsorship and do not charge for sourcing venues. <p><u>2026 Meeting</u></p> <ul style="list-style-type: none"> • Ursula mentioned Zoe had notes for the 2026 meeting, they were at the end of the Council meeting agenda. • Vanitha thought it was going to be face to face, in Southampton and for 2 days. Council agreed they were happy with this. • Organisers need to be mindful of the dates if they want the meeting in May due to two Bank Holidays. 	<p>VS, KR & CO</p>
<p><u>Training Day</u></p>	
<ul style="list-style-type: none"> • Caroline has organised a training day (Vulval Disease Essentials for Everyone). It is being organised with BAD. It is a 1-day virtual course aimed at healthcare professionals. Cost is £80. They are looking for someone to talk on VIN. Vanitha and Archie offered, Vanitha suggested as Archie has recently published a paper – she would be most suited. 	



<ul style="list-style-type: none"> • Archie also asked for the detail so she could send to the British Society for Colposcopy and Cervical Pathology. • Katie was asked if she could get RCOG to advertise the meeting, she is working on it. • Caroline asked Steph if she could contact Louise Newsom for social media presence. Steph asked for an electronic version of the flyer so she could send it to her. • Vanitha offered to send details to the BMS. • Matilda offered to put it on BSSVD social media. • Vanitha suggested Zoe put it on the BSSVD website. It has already been done. 	<p>KR to disseminate electronic flyer</p> <p>SO</p>
<p>Treasurer's Report</p>	
<ul style="list-style-type: none"> • David confirmed Lisa has officially taken over the treasurer role from Ursula. Ursula was thanked for supporting the transition. • Lisa said the current balance is just over £82,000 and there has been very little expenditure over the past year. The obvious costs are EMU and the accountants. As a charity, there is also fees for Companies House and the Information Commissioners Office. • Lisa highlighted there have been some Stripe charges, which is the online system used for paying memberships through the website. There were a few fraudulent payments back in 2022 and Stripe has charged fees to cover the issuing bank fees of these. Lisa discussed that we could add cover for this going forward by activating a protection plan. It would cost 0.40% on every transaction but the charges wouldn't then need paying if they happened again. Lisa and Zoe discussed this before the meeting and didn't think it was necessary to activate the plan as it more of a one-off incident. Lisa asked if Council agreed. • Vanitha asked how many fraudulent payments there had been. Lisa thought it was about 5 but Ursula thinks it was more. She confirmed EMU updated the system to help with this so it might not be worth it. • Vanitha asked if the 0.4% fee was on every membership payment and Lisa confirmed it would be. • Ruth suggested asking the charity commission what they believe is the most appropriate action. Lisa said she would do this. • Roz asked for further explanation of the fraudulent payments. Ursula explained it is people using stolen credit cards to try and see whether the cards are active or not by making small payments. These then must be refunded. • Lisa then explained the second Stripe fees which are a new thing due to updated T&Cs. When people try to pay on an outdated credit card, Stripe automatically updates this in the background to avoid failed payments. This has a charge of 25p per card. Lisa and Zoe felt this was probably worthwhile to reduce the number of failed payments. • Lisa confirmed the income is strong. She highlighted that Zoe has been doing another cleanup of the membership and that hopefully membership may increase because of this. There were also the 2 profit payments from the last 2 BSSVD meetings. • Lisa said the 0.4% fee is worth keeping under review. 	<p>LK</p>



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| <ul style="list-style-type: none">• Vanitha asked if the research awards had gone out from the report. Lisa confirmed it hadn't yet.• Lisa also spoke about the membership and that Zoe had a lot of bounce back emails due to non-active email addresses and suggested we ask at the next meeting for people to contact admin with their correct address.• Lisa raised that admin had received a few requests from people asking for discounted membership if they were on maternity leave/retired etc. She wanted Council to discuss if people thought this should be considered.• Archie said we should consider what other societies do and that she didn't believe the BGCS or the BSG do a pause in membership. She thought the BSSVD membership should be increased to offer affiliate membership with the ISSVD.• David said he wasn't aware of any other societies offering reduced rates.• Roz and Steph said the BAD offer this but Lisa highlighted their membership is a lot higher so warrants a discount more than the BSSVD would.• Council agreed not to offer a discounted rate. | |
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Society Structure

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| <ul style="list-style-type: none">• David raised the BSSVD Society structure and asked Ruth what she currently thinks to how it is structured.• Ruth highlighted the importance of representing women with vulval disease as the healthcare system starts to get increasingly challenged, we are in a serious risk of going backwards with some of the progress to standardised care and training within the UK and vulval research.• Ruth stressed the importance of appearing upbeat and professional.• Ruth doesn't think the society should have a Chair, just a President.• She feels the Council should have formalised roles which are elected, nominated, seconded, and put out to the membership. She suggested using the electoral reform and explained how this works. She thinks this would be a few hundred pounds to do.• Ruth highlighted that because the society is multi-disciplinary, the roles should be spread out.• David explained the Chair is more operational and the President is more of a figurehead and less operational. In the past the roles have been filled by Council members stepping up and playing to their strengths.• Vanitha suggested discussing this with the entire membership at the next AGM to ensure it is done in a fair and accountable way.• David explained how people have become Council members in the past.• David highlighted the worry of putting an advert out to membership is that you may get someone apply who has previously had little input into the society.• Ruth thinks this is unlikely from her previous experience.• Roz spoke about how the BAD do it and suggested offering it up to membership to vote might give members more ownership and become more involved.• David said there's two ways it can be done:<ol style="list-style-type: none">1. Carry on as it currently is, internally elect and inform members after2. Change structure completely and put roles out to vote | |
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- David said the new role that needs to be selected is the Chair or President and the Webmaster.
- Ruth mentioned the other benefit of going out to vote is if more than one application for a role is received and Council are split in their vote.
- Council agreed to try putting the role of Webmaster out to members to vote.
- Caroline queried what would happen if Council went to the electoral reform and there were no applications for roles.
- Caroline also worried about the administrative extras this would involve for David as the current Chair and if he was stepping down, who else would shoulder this burden.
- David spoke about the Society's current relationship with Emu Events and their role in helping with the admin of the Society (memberships, essays etc.). He highlighted this could be increased.
- Ruth asked if the Society could afford to have a dedicated admin secretary or whether it could be piggybacked on one of the other societies.
- Ursula mentioned when she took on the role of Treasurer, it was the Treasurer and Membership Secretary and because of GDPR regulations, this had to be handed over to Emu and they have been very helpful with this and meeting the compliance.
- Ursula informed Council she still has paper forms of membership and bank statements at home and asked if Council agrees this can be destroyed. David and Ruth said to run this past the Charity Commission first.
- Ursula said her preference would be to get affiliated with one of the bigger societies such as the BAD or RCOG. It feels like the BSSVD is vulnerable and dependant on Emu for website, administration, and membership database and if they were to go into administration, it would leave the Society in difficulty.
- Ruth said it is an economy of scale, if the BSSVD piggyback on another organisation, they already have the formal procedures in place.
- Steph agreed with Ursula and Ruth about joining a larger organisation for the support and recognition they can offer. She hopes this would take a burden off the current Council members.
- Vanitha queried if it would help to give Emu more clearly defined requirements. She said joining another organisation would need running past members first and which Society is chosen needs to be carefully selected as if it was BAD, the gynaecologists might feel excluded and if it was the RCOG, the dermatologists might feel less involved. This has always been an issue.
- Archie said it would be worth holding a meeting to discuss the benefits of joining with BAD or RCOG. She thinks the BAD has more expertise and guidance.
- Archie also said she thinks the BSSVD membership fee should be increased.
- Roz asked if there are any negatives to going under the umbrella of one of the bigger organisations in the sense of a loss of autonomy and processes the BSSVD may or may not agree with.
- Roz mentioned the British Menopause Society offer a large amount of CPD linked to the BMF so it's quite a big engine. Archie disagreed, she is a current member and explained the elements she gets.



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- Ruth said she wouldn't see another Society taking over the BSSVD, she said the Society could just pay them for their services instead. There are too many specialities represented in the BSSVD for one single organisation to take over.
- Vanitha agreed with Roz about the negatives. She said it is important to get together exactly what the Society needs from an admin – Membership is one area; management of the website is another. Vanitha asked David exactly what he does behind the scenes as he does a lot of work that isn't seen/appreciated.
- David suggested doing an options appraisal:
 1. Current support with Emu
 2. Employ a dedicated paid member of staff
 3. Move under the umbrella of a College (RCOG/BAD/BASHH)
- Ruth said the other societies should be contracted services not a takeover of the Society. She suggested seeing what these Societies would charge.
- Lisa highlighted being a smaller society, cost needs to be carefully considered.
- Caroline said members might not fully understand what goes on behind the scenes so ultimately it should be the Councils decision.
- Roz said a properly funded PA would go a long way to solving some of the problems.
- Vanitha expressed concern with this because as a small Society, the income is quite finite, and one person means there's no support if that person goes off sick or goes on maternity leave.
- Roz said there's pros and cons for both, a single person knows the structures well, they can be responsive and wouldn't need training up but then on the flip side, you are left vulnerable if their off.
- Lisa suggested another option of increasing and formalising what the Society currently has with Emu. Vanitha agreed and said that would be her preference.
- Katie mentioned a list of 10 items that Emu currently do for the BSSVD. She asked if this is being monitored. David said this has never been a contract and all the work has fallen on Zoe to support with which has put the Society in a better position.
- David said he will put an options appraisal together to try to decide what Council will look like in 5 years' time. He suggested those in their own specialities go to the BAD, RCOG, BASHH and see what costs/options would be. David will speak to Emu about the admin role too.
- Vanitha asked if David could share the roles Emu currently does so they can put that forward to the other societies. Vanitha said she is happy to contact the RCOG. Sarah is happy to contact BASHH and Ruth will contact the BAD.
- Ruth said employment law also needs to be considered if you're employing one person on a contract.
- Tara asked if the Webmaster post must be a clinician. Council said not necessarily but Tara said there are elements of the current site non-clinicians might not know the answer to.
- Vanitha raised the role of Chair and who might take this on once David steps down. Caroline, Sarah, Vanitha and Steph all stressed they can't do this. Ursula said she wouldn't feel confident taking it on unless the Society was under the umbrella of a bigger society.
- Vanitha said a clearer defining of roles might help. Council to help with this.

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<ul style="list-style-type: none"> Suggest a small meeting with office bearers to discuss this. 	
<p>President's Essay</p>	
<ul style="list-style-type: none"> It was suggested that the subject matter be "The Challenges of Managing Vulval Disease In The Post COVID NHS". All Council agreed. Emu to put this on the BSSVD website and send as a mailshot. Vanitha suggested last year's Essays go on the website. They were already there. 	<p>EMU</p>
<p>Spring Newsletter</p>	
<ul style="list-style-type: none"> It was suggested that we ask for all MDTs in the country and that they are logged on the clinic map. Ensure clinic map is up to date. Need to advertise for a Webmaster and when appointed we confirm who the Webmaster is and introduce them to EMU for support. Research funding needs adding. Steph to send recent articles and send to Zoe. Vanitha mentioned one titled "Tog VIN" in the Obstetricians & Gynaecologists journal. Steph will add this one. Newsletter articles to be forwarded to EMU who will produce a newsletter and email out to all members. Council members to send articles before 17th March 2024. Request for Members to notify the society if they are using lasers for Vulval Disease. Vanitha asked if Caroline can do a quick summary of the guidelines to send to Zoe for the newsletter. 	<p>COUNCIL</p> <p>EMU</p> <p>SO</p> <p>CO</p>
<p>Any Other Business</p>	
<ul style="list-style-type: none"> Tara asked for a sitemap of the current BSSVD website. Emu to provide. Tara said she may take on the Webmaster role but needs to speak to Emu first. Emu to advise Council how to navigate the website. Vanitha suggested a consensus guideline led by the BSSVD about the use of laser in vulval disease. AK/ CO / SO and UW all agreed that this would be a valuable contribution. SO suggested getting a trainee involved and applying to one of the research pots. Vanitha will draft a suggested consensus document and circulate to council before asking for Eols Caroline questioned about publishing the service standards. She is happy to write to editors but is cautious of where to go to. Steph suggested going to the BAD/BASHH affiliates. Caroline said she was thinking more of publishing in a journal. Tara said Roz might know more on this and Caroline is going to email. It was suggested that some of the images on the website need to be changed to be more diverse. Council agreed to purchase more images. Council discussed if male images need representing on the website too. Tara also questioned whether the terminology needs to be more inclusive. 	<p>EMU</p> <p>EMU</p> <p>VS</p> <p>CO</p>



<ul style="list-style-type: none"> • It was suggested the terminology be changed to “patients with vulval disease” and “patients with vulvas”. Ursula asked if it could be “women and people with vulvas”. Vanitha recommended this was thought more about before a final decision was made. • Tara suggested running a poll for this and Council decided on the following options: <ol style="list-style-type: none"> 1. People with vulvas 2. Patients with vulval disease 3. Women 4. Women and people with a vulva 5. Other suggestions • Zoe to send out the above poll. • Tara is going to identify a few images and put to Council for approval. • Tara questioned whether the clinic map should be available for patients. • Vanitha said it is because a patient can use it to ask their GP for a specific referral. • Tara asked if the ‘Latest News’ section of the website should be used for more than just showing the newsletter. • Tara also said the ‘Latest Achievements’ needs updating once a year at least. • It was discussed condensing the number of pages that need updating on the website. Potentially removing the achievements page and putting everything together under a news page. • Vanitha asked if resources should be focused more on the website or social media. Matilda said social media just links people to the website as it can’t hold all the content. To increase social media output, CO suggested retweeting or re-posting other well-researched posts. • TR suggested having a 3 monthly request from council to try and provide fresh content • Archie highlighted there are likely to be a group of people who aren’t social media savvy and therefore might prefer to use websites. • Archie asked if we could look to translate information in different languages. • Ursula asked if BAD has their resources in other languages. Steph couldn’t see anything, but she doesn’t think they do. • It could be paid to do but needs funding to continually update. 	<p>EMU TR</p>
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Next Meeting	
2024 Meeting AGM	