

The Norfolk and Norwich University Hospital Nurses League

Charity registration number 290546

Executive meeting held on **Thursday 4th August 2016**
Room 10A New Education Centre Norfolk & Norwich University Hospital

Present: Mary Dolding (President), Margaret Allcock, Vivien Aldridge, Ann Copsey (Membership Secretary), Hilary Barker, (Treasurer), Wendy Hobbs, Pat LeGrice, Mike Surkitt-Parr & Ruth McNamara (Secretary)

1. **Apologies:** Dawn Collins - work commitments. Elizabeth Blaxell & Doreen Betts.
2. **Minutes from the last meeting:** Agreed by all present and signed as correct.
3. **Matters arising:**
 - 3 (4iv) A letter of thanks had been sent to Chris Blenkinsop for their excellent work on Miss Bee's plate and an e-mail including a photograph was sent to her niece Maureen Gray. The RCN Centenary Conference at the Great Hospital in May 2016 was well received & attended. Dr Pádraig (Patrick) Ó Lúanaigh (Paddy) the new Deputy Director of Nursing at NNUH was the speaker. A service followed at the newly restored Edith Cavell Memorial/grave behind the nearby Norwich Cathedral.
4. **Financial Reports:** **Hilary Barker**, Treasurer, distributed the latest financial update.
 - i. Donations and subscriptions were down £200 from 2015. The Barclays Community Account stood at £2098.86p.
 - ii. She researched the cost of the Journal £4.29p each to print plus postage of £1.22p in the UK resulting in a cost of £5.50p to each Member with overseas copies even more.
 - iii. A possible increase in subscriptions to cover increasing costs along with new methods of collecting subscriptions was discussed. The bank will be asked what this would involve. All will be reviewed in our extra meeting in September.
 - iv. Mary Clark had written & thanked after receiving her AGM raffle prize.
 - v. Hilary had received a letter from Liz Hogbin thanking for the flowers.
 - vi. There was no change in the *2016 Internal Financial Control & the annual return for the Charity Commission would be dispatched shortly.*
 - vii. Change of names on investments had still not been completed by our Financial Adviser.
5. **Nurses League Trustee's 'Away Day' Friday 30th September 10am-4pm**
 - i. **Ruth McNamara** has booked Coltishall Room at Wensum Valley Golf Club from 10am-4pm at a cost of £50. Food will be available to purchase during the lunch break.
 - ii. **Mary Dolding** has liaised with Garry Shays to be our facilitator at a minimal cost. She asked Trustees to forward topics which needed discussion on the day. It was suggested to think 'where we are now & where we want to be' lead by the facilitator.
 - iii. It was agreed that there would be no invited guests at this meeting.
6. **Website.** **Dawn Collins** reported there was no progress. Dr 'Paddy' had offered to help & this will be discussed with him when Mary Dolding & other Trustees meet him shortly.
7. **2016 AGM & Reunion review**

Mary Dolding reported there had been good feedback from the Members.

 - i. Signing the attendance book had improved this year with name labels already written.
 - ii. Serving of refreshments caused delay. A suggestion of food already on the tables and separate tea pots might improve the situation. Mary will contact the caterers for next year.

- iii. It was agreed the raffle should continue.
- iv. The speakers on 'Journey of a patient following a stroke' were well received with some pre-nurses quietly entering the hall to listen. A précis of the lecture will be printed in the next Journal. Two certificates of attendance were collected.
- v. Trustees were thanked for providing flowers for table decorations.

8. Heritage review: Margaret Allcock reported that they had not met as a group since May.

- i. There had been a good response to the request for information about the Alice Long & Jock Carruthers recipients in the 2016 Journal.
- ii. She had visited Sheila Lockhart with Ruth McNamara in her home last month. They were able to take photographs of her wearing her 1954 Jock Carruthers medal and copied some of her photographs to include in our heritage records. Unfortunately Jenny Oates (1954 Alice Long) was unable to join them but hopefully a future visit can be arranged.
- iii. Journals continue to be indexed and will then be deposited in the Norwich Record Office.
- iv. Jarrolds department store had kindly given two manikins which will be used when photographing our uniforms before being handed over to the Norwich Costume Museum for safe keeping.
- v. Mary Harris (English) will be visited re: photographs and reviewing her orthopaedic article. Margaret was thanked for her work involving our heritage.

9. 2017 Journal. The editors reminded the Trustees that the deadline for 2017 articles was 31st December to avoid unnecessary stress.

10. League Membership Ann Copsey informed us:

- i. Two new members *Sheila Ginty & Veronica Larter* both Service. There have been eight new Members in the last twelve months.
- ii. Membership stood at 359 but 34 member's subscriptions are still outstanding and they will be contacted again in October.
- iii. Re-instated Mrs Pat White with a new address in Queensland Australia.
- iv. Six Members have been deleted after two years of lapsed subscription.
- v. Three Members have deceased: Mary Chittock – Canada, Molly Preston (Shaw) 1949-52 & Karolyn Hargreaves (Garnham) 1964-7.
- vi. Gift Aid will completed on-line soon for 2015-16.

11. Any other business

- i. **Ruth McNamara** had sent Tony Barber a card from League Members after his operation.
- ii Flowers were also sent to Sheila Rengert and she thanked Members with a letter.
- iii Patricia Wilson (Wrenn) to be considered for 2016 Christmas gift.
- iv. Suggestions needed for 2017 speaker in November.
- v. **Mary Dolding** will seek an appointment with Dr 'Paddy' Ó Lúanaigh soon.

12. Date of next Executive Committee: Thursday 3rd November 2016 room 10 New Site

87th AGM & Reunion Saturday 13th May 2017

88th AGM & Reunion Saturday 12th May 2018

89th AGM & Reunion Saturday 11th May 2019

all accommodation booked.

Signed:

Date:

