

The Norfolk and Norwich University Hospital Nurses League
Charity registration number 290546

Executive meeting held Thursday 19th August 2021 10.00hrs via Zoom

Present: Michael Surkitt-Parr (President), Margaret Allcock, Hilary Barker (Treasurer), Elizabeth Blaxell, Doreen Betts, Ann Copsey (Membership Secretary), Mary Dolding, Jan Beart, Chris Parfitt, (Joint Editor), Tessa Holmes

Apologies: Kay Marrison, Sondra Gorick (Joint Editor), both unable to attend due to work commitments

Mike Surkitt-Parr opened the meeting welcoming members and advising that the agenda would be changed by starting with item 4.

4. Mike introduced Tessa Holmes as a post AGM Trustee nomination, Tessa and Mike had worked together as student nurses and Tessa has expressed an interest in becoming a trustee and to undertake the role of secretary. Mike Surkitt-Parr nominated Tessa Holmes as a trustee, and this was seconded by Jan Beart.

Tessa was then invited to introduce herself to her fellow trustees. Tessa trained as a general nurse in 1977 and then staffed on Eccles under Sister Maggie Lambert, leaving in 1981 to take up a post as a junior District Nursing Sister working out of Gurney Court in the city. After completing her National District Nurse training, she returned to Suffolk to marry. She then began a role with the Community Health Service as a Community Liaison Sister based at the Ipswich Hospital coordinating discharges. After leaving to have her children she then returned part time working on the Twilight Nursing service and as a Marie Curie Nurse. She returned to the Liaison Team in 1994 and remained in the team until 2015, working alongside Social care as an integrated team. Since retirement she has worked within the family business coordinating plant hire and transport and is enrolled as a bank vaccinator.

Members present then introduced themselves with an outline of their roles on the committee and nursing backgrounds

2. Minutes of the Last Meeting.

Jan Beart requested that her name was added to the attendees for the meeting, Mike Surkitt-Parr to amend, agreed by those present. Other than this the minutes were accepted and signed as a correct record.

3. Matters Arising

- a. Progress on secretarial duties as shared since Ruth's retirement. Doreen to continue with Seniors work. Mike thanked Chris for her hard work in securing room bookings through to 2022 with the exception of the AGM (it is hoped the Benjamin Gooch Hall maybe available to book by that point)
- b. The naming of the new training room. Mike will approach Chief Nurse for any update.

5. Review of the AGM held by Zoom in May 2021

It was agreed by members that the business element of the meeting itself went smoothly but members missed the social aspects.

Mary hoped that the committee could return to face to face meetings but felt to add the option of a 'zoom' meeting with opening up attendance to members living at a distance.

Mike then opened a discussion on the possibility of the Business element of the meeting taking place on a separate day preceding the AGM, as had occurred this year.

Jan Beart felt this would be less rushed and Liz Blaxell was supportive feeling this format would be less tiring.

Mike then proposed the Trustees Meeting is held by zoom on the Thursday preceding the AGM and then the AGM takes place on the Saturday. Members were in favour. Chris Parfitt brought up the costs of the Zoom licence, the possibility of the free 30 minutes could be explored. Mike and Chris to discuss post the meeting

6. Christmas seniors List

Doreen Betts had circulated to members her report pre this meeting

Jenny Cropp list is to be distributed among members by Doreen

A discussion then took place regarding the increase of the current Christmas gift of £10, it was felt that this should remain unchanged and be re-visited next year since there are to be 7 new additions to the list this year.

Hilary Barker (Treasurer) is awaiting an updated list from Doreen. Likely spend excluding postage is £350.

It was agreed that the members falling into 1953-1957 category will be added to the list to receive a Christmas gift.

Mike thanked Doreen for her work on this important issue.

7. Financial report

Hilary Barker (Treasurer) then presented her report, this had been circulated to members before the meeting.

Hilary brought up the subject of Amazon Smile offering a charity contribution as a possible additional income stream but expressed some reservations as to its validity. Jan Beart offered to seek advice from a family member who has experience of this type of issue. if this is genuine then the feeling of the committee was to proceed.

Hilary advised that the new signatories for the bank account are to be herself, Mike Surkitt-Parr and Mary Dolding, Mary will sign on her return from holiday. Mike has signed the relevant documents and returned to Hilary.

Chris Rengert has not been in touch with Hilary and a discussion took place on how to proceed on this. It was agreed that Hilary would write to him at his new address and ask regarding his intention to carry on his role of auditor.

8. Membership.

Ann reported the changes post her last report, there is one new member Lesley Reid

Jennifer Ross (nee Chastney) had passed away and Joy Wade who is in a nursing home is now widowed and her daughter is the point of contact for her.

Current membership stands at 330., however there are 72 outstanding subscriptions; 25 of these were sent a reminder last October, with a further one being sent with the Journal in May of this year. If no response, it was

agreed that these (25) members will be deleted. Trustees who know some on the list will endeavour to give gentle reminders.

9. Betty Lee Lecture for 2021.

This will take place on 7th October at 6pm, venue has been booked in the lecture theatre within the Bob Champion Centre.

This year's speaker is Dr Claire Chatterton a nurse lecturer and historian on '250 years of nursing at The Norfolk and Norwich'

Flyers have been printed and members will assist in their distribution to the wards at the N & N.

The provision of refreshments was discussed, and it was felt this was a nice addition. Mike agreed to check that this was permitted at the venue and cold drinks and biscuits would be offered if this was possible.

The lecture theatre is booked from 5.30 to 8.30pm with the lecture starting at 6pm.

Mike has passed information to the Comms team, and this will be sent out in a forthcoming edition of the newsletter. Mike will also ask Paddy to post the flyer on the website. Chris will photo the flyer and send across to Mary who agreed to send details out on Twitter.

10. Web Site Update

Mike reported that the members area of the website had been reinstated. Ann Copsey reminded members that the password for this is RedSky.

11. Forthcoming Newly Qualified Nurse Induction sessions

Jan Beart reported that due to covid no new sessions had been arranged

12. Heritage Committee Update to include Jenny Lind Clock

Margaret Alcock went through her report which had been circulated to members pre this meeting.

No location has as yet been agreed for the location of the clock. Margaret had written letters of thanks to those involved in this project. Mike expressed the thanks of the committee for her hard work on this.

13. Journal update 2021 & 2022

Chris Parfitt and her joint editor Sondra Gorick met up in May and are gathering articles for the journal.

Jan Beart agreed to do a book review on 'Rituals and Myths in Nursing Social History'

Margaret Allcock to submit articles on the Clock update and 250 years anniversary.

Mike Surkitt-Parr to submit article on his role and background as New President and on the Betty Lee Lecture.

14. Any other Business

Hilary Barker advised the committee that Beryl Brown (ex-Theatres Sister and Nursing Officer) had passed away. Hilary had attended the funeral. Mike had intended to attend but was unable to because of illness.

Mike expressed a wish to arrange at 'Time-out day' for Spring 2022. Further details to follow

Next meeting planned for 4th November at 10am. Chris has suggested meeting at the Assembly House, as no rooms are available at the hospital. Members agreed this would be an excellent idea to have a room there and include a Brunch. Tabling there will seat 23 so adequate for the committee. Availability and prices to be investigated by Chris.