

The Norfolk and Norwich University Hospital Nurses League

Charity Registration Number 290546

Executive meeting held on **Thursday 4th February 2021.**
using Internet via Zoom (Vocal & facial contact)

Present: Mary Dolding (President), Margaret Allcock, Hilary Barker (Treasurer), Jan Beart, Doreen Betts, Elizabeth Blaxell, Ann Copsey (Membership Secretary), Sondra Gorick & Chris Parfitt (Joint Editors), Mike Surkitt-Parr & Ruth McNamara (Secretary).

Mary Dolding, our President, opened the meeting thanking the Trustees for attending & reporting:

i. Following the last meeting, & as agreed, wrote to *Mr Richard England* thanking him for his continued help & interest shown in the heritage work of the League inviting him to consider becoming a Heritage Advisor to which he replied: *'Delighted to accept the kind invitation for the challenging task of great interest to preserve the history of the hospital & the Nurses League. Happy to work with the heritage committee to ensure that the hospital's history is not slowly lost to some impenetrable black hole of cyberspace. But in doing so feels he can never be a replacement for Dr Anthony Batty Shaw whose writing, cataloguing & archive skills are unsurpassed & well known amongst Medical Historians.'*

ii. Prof Nancy Fontaine has agreed to be the Speaker at the May 2021 AGM.

iii. She has provided a President's message for the 2021 Journal & in it asked Members to consider the secretarial post on the committee which will be vacant. If we are unable to meet in person, the AGM will be held on Zoom so requesting information from those wanting to attend on Saturday 15th May 2021 pm.

iv. An article asking Members for their support with repairs to the Jenny Lind Longcase clock as a heritage project was submitted to the Editors for 2021.

1. Apologies: Jennie Cropp – bad internet connection & Kay Marrison work commitments.

2. Minutes from the last meeting: Agreed by all present & will sign as correct when contact allows.

3. Matters arising from the last meeting. 13ii Emma Jarvis was pleased & thanked the Trustees who took part in the hospital Rainbow Art project during December & January. Sondra took photographs.

4. Financial reports. Hilary Barker distributed the latest financial reports to Trustees by e-mail & reported: i. Subs & donations have continued to come in following reminders sent in October 2020.

ii. A further £102 has been gratefully received from Pay-Pal Giving Fund.

iii. Seniors Christmas Benevolent fund has cost £309 this year & we have received many letters of appreciation for this. Ruth was thanked for her hard work involving the distribution to Seniors.

iv. During the COVID-19 pandemic we have not spent as much from our funds as normally.

v. The next big outlay will be the Journal printing & postage to Members. The bills, especially postage, are expected to increase with Trustees being unable to deliver copies personally due to restrictions. Our prompt payment of the printing bill is rewarded with a discount.

vi. Investment interest has risen from the last quarter (£107.06 →130.87) but remain approx. £11,000.

vii. Any outstanding expenses are requested before submitting the end of year accounts in April.

viii. Our annual report has been sent to the Charity Commission.

ix. There is enough in our accounts to over the outlay for this year & hopefully plans can be made for future events planned. Hilary thanked for her efforts on our behalf.

5. 2020 Senior Christmas Gifts Ruth McNamara reported: i. 41 Seniors had been contacted by Trustees. 25 gifts sent & 10 asking for cards only were sent out early December 2020 costing £309.

ii. Unfortunately 3 had passed away: *Dorothy Riley (Etteridge) 1945-7, Min Cotton (Anker) 1947 & later Joy Frischer (Grimes) 1943.* iii. *Helen Frazer (McLintock) 1949-52 & Gwynneth Howard (Newton) 1951-4*, on request, have been removed due to poor health. iii. No reply to correspondence has been received from *Diane Todd (Oates) 1945-51.*

iv. This year 'special' Christmas cards were sent to our President, Vice-Presidents & Paddy thanking them for their support, especially in this difficult year.

v. Ruth thanked the Trustees who without their help this project would be impossible at this busy time.

6. Membership: Ann Copsey reported i. Membership now stands at 330 with 30 outstanding subscriptions - a final reminder will be inserted into their 2021 Journal.

ii. The envelopes had been labelled for the Journal awaiting collection by the Editors. Our contact in the hospital postroom is Kerry Radley to send Journals at the reduced mail charges.

iii. Ann requested that membership changes received via the website be sent directly to the Membership Secretary & not the President. A request for correction will be sent to Paddy.

iv. *Shirley M Murray (Page) 1951-4* had recently passed away. Ann was thanked for her hard work.

7. Betty Lee Lecture 2020 review: Mike Surkitt-Parr reported: i. There had been 139 views for the lecture on our website which was very well received. ii. Plans are still in progress as to the subject for the lecture Thursday 7th October 2021 – all accommodation booked.

8. NNUH Nurses League Website update. Mary Dolding: Had nothing new to report.

9. Heritage Committee update Margaret Allcock reported i. Under current Covid restrictions no meetings were held at her home. ii. More information about the Jenny Lind Longcase clock will be sent to Richard England, John Losasso (Sir Thomas Browne Library NNUH) & Emma Jarvis. An article will be in the Journal requesting donations for repairs needed.

iii. After renewed contact via ‘Seniors’ Pamela Green (Crisp) was again telephoned & will search for photographs recording memories of her nursing career & her Jock Carruther’s medal. Margaret plans to visit her when restrictions are lifted.

iv. Restrictions have delayed changing our display cabinet at the hospital. Next planned display is to celebrate 250years of the original hospital in St Stephens. Foundation stone was laid March 5th 1771.

10. 2021 Journal New Editors, Chris Parfit & Sondra Gorick reported: i. Delighted with support & even have articles saved for the 2022 edition. ii. Sondra, with her IT skills, has sent it to the printers. iii. 400 copies to be ordered. iv. Proof reading was discussed & people will be approached to help. v. With restrictions it was agreed Chris & her family will pack the Journals & all will be posted. Chris & Sondra were thanked for their hard work on their new project for 2021.

11 91st AGM & Reunion Saturday 15th May 2021 Regretfully it was decided that this could not take place as planned at the Norfolk & Norwich University Hospital. i. It will be via a Zoom meeting - Chris Parfitt to make arrangements. ii. Reports from officers to be sent in writing before the event.

iii. ***Thurs 8th April 10am Zoom meeting to be held for final AGM arrangements & format of event.***

iv. An urgent request has been made in the Journal & through Trustees for the vacant post of Secretary in May 2021. Chris Parfit suggested someone to take Minutes at meetings with possible payment for their services. Enquiries will be made. Under consideration by Trustees.

v. Present Secretary to complete a ‘Job description for Secretary of the Nurses League’.

vi. Doreen Betts has offered to take the task of Christmas Gifts for our Seniors in 2021.

12. Any other business

i. There has been no requests for our Newly Qualified lectures this year at the NNUH.

ii. **Chris Parfitt** asked if it was possible to have e-mail addresses of Members on central records?

iii. **Mike Surkitt- Parr** suggested it may be time to have another look at ‘The Way Forward’ after the successful one in 2015. Many plans outlined had been successfully completed in the allotted time. Agreed by all present with the need for external support at the planned event.

13. Date of next meeting: Thursday 8th April 2021 10 am start - Double Zoom meeting.

Signed:

Date:

