

The Norfolk and Norwich Nurses League.

Charity Registration number 290546

Minutes of meeting held on 10th August 2023 @ 10 am. Room 10A Bob Champion Centre. NNUH.

Present – Mike Surkitt-Parr (President) Hilary Barker (Treasurer) Chris Parfitt. Sondra Gorick. Ann Copsey (Membership secretary) Mary Dolding. Chris Parfitt. Doreen Betts. Tessa Holmes (secretary) Jan Beart. Mary Clarke (Guest)

Apologies – Margaret Allcock. Elizabeth Blaxell.

Mike Surkitt-Parr opened the meeting by welcoming Mary Clarke who is interested in becoming a Trustee of the League. Each trustee present then introduced themselves and gave a background to the roles they each held on the League.

Minutes of zoom meeting held 11th May 2023 – these were agreed as an accurate record and signed by Mike Surkitt-Parr.

Matters arising from the minutes

- a. **Overseas nurses** – Mike Surkitt-Parr confirmed that the speaker at the Betty Lee Lecture this year is Lisa Dennis, Lead for Overseas Nurses, she will be accompanied by two nurses from the programme. The lecture is entitled ‘My Journey to UK Nursing’. A discussion then took place regarding the League Constitution which states members are to be registered nurses and have 3 years at the Norfolk & Norwich. Changes to the Constitution itself would be costly (around £500 for last changes undertaken) but to invite those overseas nurses wishing to join the league to be Honorary members for first three years would be a solution and meet the criteria as stated. Members present agreed this was a good way forward, until such time as other amendments to the Constitution need to be addressed.
- b. **Venues for future Trustee meetings** – This continues to be a challenge with the BCCR team requiring bookings completed online within a 12week window. Ideally you would need to check online that the room you are requesting is available. This is not possible for us as the League to do not have access to the hospital room booking calendar. Tessa Holmes will email a request for the November meeting next week and if this is unsuccessful the Willow Centre will be approached. Members will be updated by email to confirm the venue of our next meeting on Thursday November 9th, 10-12 midday. The possibility of meeting on a Saturday morning was discussed when there would be hopefully less pressure on rooms.
- c. **Potential interest in trustee roles** – Mary Clarke has attended today's meeting as an observer, Mike Surkitt-Parr will write an article for a forthcoming internal newsletter to seek any other interested members.
- d. **Fund raising/donation to adopted ward/area** – Chris Parfitt had confirmed following previous discussions at a trustee meeting -with a ward manager that if a donation is made to an area and the item named then that money and the equipment purchased can remain in the nominated area. Mary Dolding reminded members that as a charity it is not permissible to give money to another charity. Members must also be aware of the recipient of any fund raising – for example the collection at the AGM was to go to the Food bank coordinated by

the chaplaincy team for staff members at NNUH. In the light of the stringent rules of the Charity commission it was agreed that the AGM collection would all go to the Food Bank.

Review of 2023 AGM and consider any changes for 2024.

Mike Surkitt-Parr has received the invoice from Serco for the refreshment for 2023, this totalled £501.00 this will be forwarded to Nancy Fontaine as agreed. This worked out at £12/head on the 47 attendees which was discussed and members felt this was too costly. Serco had been asked to cater for 60, any left-over food of which there was a good amount was sent up to the ward areas so there was no waste. It was agreed that for 2024, Serco would be approached for a cost of supplying the liquid refreshments and members would purchase the cheese straws and possibly platters of sandwiches to reduce costs. The cake was delicious and at a cost of £90 felt by all to be good value and to be continued.

Financial report.

Hilary Barker read her report to the members present and invited questions. The invoice for posting of the journals has to date not been received, Chris Parfitt will look into this. Hilary Barker will raise a cheque for the Chaplaincy team to the value of £188.10 for the Food bank. The raffle held at the AGM raised a further £147 for League Funds. A donation of £100 has been received from Margaret Durrant (nee Dye) with the specific request that it is used for heritage purposes. Hilary Barker has written a letter of thanks.

Heritage update.

Jan Beart read the Heritage report on behalf of the group. Next year is the 170th anniversary of the Jenny Lind, the group have been contacted by a researcher looking into the history of the Jenny Lind Hospital, Elizabeth Blaxell has liaised with her on behalf of the Group.

Membership update.

An updated membership list was circulated by Ann Copsey. There have been 8 new members since our AGM, 3 changes of address and 2 members have passed away – Molly Snelling and Pat Le-Grice. To date there are 37 subscriptions outstanding, and 7 memberships have been deleted for non-payment after a reminder.

Journal update 2023.

It was agreed by all that the Journal this year was excellent, Mike Surkitt-Parr thanked the Joint Editors Chris Parfitt and Sondra Gorick. As communicated to all members by an email from Mike Surkitt-Parr the Media Sub-Group will take over the production of the Journal 2024, Tessa Holmes has agreed to collate the articles which will then be sent to Vince for editing and insertion into the 2024 Journal. The cover and theme for the Journal need to be decided as soon as possible and sent to the Printers. Mike Surkitt-Parr has created a list of suggested articles and each trustee is requested to select a subject from the list and produce a piece of work for the 2024 Journal. A discussion took place over suggestions for articles.

Social Media Group update to include League website.

Tessa Holmes read the report of the last meeting as attached and reported that Dr Paddy had already added the 2023 journal to our web-page which had been supplied by Chris Parfitt. He is very happy to add other articles of interest when requested. Chris Parfitt, Jan Beart and Mary Dolding have already arranged a meeting with Luke Harkness from the NNUH Communications

team. Chris Parfitt in conjunction with Vince from S R Print & Design Ltd circulated two proposals to the Group for our advertising poster for new members, members chose their preferred design to go to print.

Forthcoming Newly Qualified Nurses Inductions

Jan Beart reported that the presentations are now in progress again post covid and that the last one went well, Mike Surkitt Parr and Mary Dolding had also attended, and the group were engaging and enjoyed the presentation. Other trustees were invited to liaise with Jan Beart and perhaps attend one of the presentations, the next one is arranged for 12th September at 4.15pm, the venue is the Benjamin Gooch Hall.

Betty Lee Lecture 2023.

This is booked and will take place on October 11th in the Benjamin Gooch Hall, posters will be produced to advertise the event and Chris Parfitt offered to distribute within the NNUH site and Doreen Betts will distribute a number to GP practices in the Bowthorpe area. It was felt this would be a good idea to see if it does bring attendees from the community settings and then in 2024 this could be extended to other practices. Refreshments for the lecture will be cold drinks and cheese straws as in 2022. Doreen Betts kindly offered to arrange the cheese straws. Mike Surkitt-Parr advised that Betty's family have again been invited for the 2023 lecture and he has already had contact with Nancy Fontaine and Lucy Arora regarding the recipient of the prize for this year. Mike Surkitt-Parr had circulated the revised poster to Trustees and this was agreed to be an improvement on the previous one.

Time-out day/update

Due to time restraints on the room booking it was agreed to carry this forward to the next meeting.

Any Other Business

Mary Dolding represented the League at the funeral of Pat Le-Grice and circulated the Order of Service. The potential need for the League to have a Safeguarding Officer was also raised and will be looked into.

Doreen Betts requested that 'Seniors' be added to the agenda on a regular basis. This year there are nine new seniors to be added for 2023, the list of names was circulated. Doreen will bring the list for each league member to the next meeting. Tessa Holmes requested that Glenise Wise a past colleague be added to her list of seniors.

Jan Beart had written an introduction to herself and her role on the NNUH League, this was agreed by all present as an excellent way to promote the League and better explain our roles to current and new members. It was agreed this would be a good article for the Journal and that other members should look to produce similar articles for inclusion.

Tessa Holmes advised the members that CES of Norwich are willing for the NNUH League to have a Heritage display and raffle on a table on their pitch at the Royal Norfolk Show 2024. (26th and 27th June 2024)

Mike Surkitt-Parr closed the meeting at 12.10 and thanked all members for their attendance and Ann Copsey for kindly providing the refreshments.

The next meeting is to be held on Thursday November 9th 10-12 midday - venue to be confirmed

MD Surkitt Parr
09.11.2023