

The Norfolk and Norwich University Hospital Nurses League

Charity registration number 290546

Executive meeting held on **Saturday 14th May 2016**
Room 9 at the Norfolk & Norwich University Hospital.

Present: Mary Dolding (President), Margaret Allcock,
Hilary Barker (Treasurer), Doreen Betts & Elizabeth Blaxell (Joint Editors),
Dawn Collins, Ann Copsey (Membership Secretary), Wendy Hobbs, Pat LeGrice,
Mike Surkitt-Parr & Ruth McNamara (Secretary).

1. **Apologies:** Vivien Aldridge unwell.
 2. **Minutes from the last meeting:** Agreed by all present and signed as correct.
 3. **Matters arising:** 4. **iv Ruth McNamara** presented the Ash 14½ inch engraved collection platter which had been made as a memorial to Bee Taylor at a cost of £50. This was very well received by all Trustees. Mary Dolding will write and thank Chris Blenkinsop & Barry Mobbs for their excellent result. A photograph will be taken by Pete McNamara for our records and sent to her niece Maureen Gray.
 - 12a Mrs Doreen Green (wife of Mr Alan Green) died suddenly 21st March 2016. Several Trustees attended her memorial service at Norwich Cathedral.
 - 13ii. **Dawn Collins** reported the landscape of nurse training was now affiliated to a university. She had contacted four Nurses Leagues and all were looking at 5-10 year life plan as they too found it difficult to recruit members. Exit strategies, required by the Charity Commission, had been planned hoping to remain in place for future big anniversaries.
- It was agreed that the NNUHNL Trustees should give some thought to writing an exit strategy.

4. **Financial Reports.**

Hilary Barker, Treasurer, distributed to Trustees the annual financial report 2015-16. Copies will be available for Members at the AGM if required. They had been audited by Mrs Charlotte Ayres who had found no inconsistencies. Our income was £3627.01 which included Gift Aid tax relief (£197.50), generous donations and income from our investments with annual subscriptions unchanged. Costs included two years Journals but postage was greatly reduced as many were distributed locally by the Trustees. Reduced costs from archive/heritage related work in preparation for deposited material at Norwich Record Office archives. Our Christmas Benevolent expenditure of gifts to Senior Members was also reduced and used successfully to track life members. There was a deficit this year of £1514.84 in income/expenditure. Investments and savings accounts were untouched.

Thought should be given to the possible increase of subscriptions with the higher running costs.

Chris Rengert, our Financial Advisor had sent a report on our investments and was happy with the portfolio and did not recommend any changes. Value on 30th April 2016 was £18,007 compared with £18,839 a year ago – a decline of 4.41% but FTSE had a decline of 9.01% our investments had held up well in comparison. Income is about the same as previous years with one fund income being automatically re-invested.

Unfortunately names had still not been revised on our investments. A gift voucher will be sent to Charlotte for her help as an independent examiner and Chris Rengert thanked for his support.

Proposed: Mary Dolding Seconded: Ruth McNamara.

Mrs Dolding thanked Hilary for her hard work on behalf of the League and Ann Copsey for the successful Gift Aid claim from the Revenue & Tax Office. She had a feedback that younger Members did not now use cheques and research should be made about another source of payment. It was agreed that financial figures will not be included in future Journals only the financial report for that year.

5. **2016 AGM and Reunion arrangements**

a. **Ruth McNamara** reported:

- i. 40 free parking tickets had been collected from the Security & Hospital Travel Office.
- ii. Revd Alinda Woodrow had planned and agreed to lead the service, service sheets to be printed and the piano moved into the Benjamin Gooch Hall. She will be given names of deceased Members to be remembered in the service. The League's silver cross, and rose bowl will be available for the altar.
- iii. Winifred Rogers will read the lesson & Annette Jude will play the piano.
- iv. No more nominations had been received for election except those Trustees willing for re-election.

b. Mary Dolding had liaised with the Integrated Stroke Services for Central Norfolk who are sending Mary Downing & Niki Wyatt to speak at the AGM.

ii. Serco offered to pay for 110 Members tea from their charity funds. Long table seating.

c. Margaret Allcock will display photographs for recognition by Members.

d. Trustees who had produced small flower arrangements for the tables – thanked.

e. Wendy Hobbs provided the altar flowers this year.

6. Website Dawn Collins reported other Leagues used Twitter or Facebook for contacts but these cost money to maintain. Her local contact was unsuccessful. A broader discussion is needed on the subject as it would cost about £2000 to develop & set up a website.

7. League Membership.

Ann Copsey reported:

i. There had been 7 new Members since the publication of the Journal.

Josephine Fox 1959-62, Mary Bray 1966-69, Bridget Broom 1973-5, Sandra Stevenson 1975-77, Pamela Parsons – service & Tarsem Uppal. Reinstated Sylvia Aylmer.

Sadly lost: Noreen Cook 1942, Daphne Dixon 1947-50, Joan Smith 1940-43 & M Chittock - Canada.

ii. Membership stood at 359. She had had response from Members when tracing ‘lost’ Members but two had died some time ago. Seven Members will be removed from the list for failure to pay their subscriptions despite reminders. Thanks were given to those who promptly renewed subscriptions and others for donations. Fewer replies had been received this year.

iii. There had been difficulty addressing replies and this will be redesigned for 2017. Training dates will be removed to gain space as records already exist on the computer programme. 74 apologies received.

iv. Flowers will again be laid on Edith Cavell’s grave 11am Saturday 8th October 2016.

8. Editors report

Doreen Betts reported there had been many letters showing appreciation of the Journal. 2017 edition will have a deadline of 31st December 2016 failure to keep this cause the editor’s unnecessary stress at a very busy time. Subjects for future editions were discussed.

9. Heritage report

Margaret Allcock reported:

i. More folders were needed to complete projects. The team were to liaise with the treasurer re: cost.

ii. Indexing of the Journals was nearly complete. They were still looking for 10 missing Journals out of 86 produced. They had had a lucky ‘find’ in the Archives with a few already deposited. Offers of support were given from Trustees with Viv Aldridge’s ill health.

ii. The Alice Long & Jock Carruthers medal recipients are the latest project. Many photographs lacked detail and Members will be asked to help identify the names & occasion.

iii. Photographs were being taken of the uniforms before they were deposited for safe keeping in the Norwich Costume Museum.

iv. The Archive Centre have been asked for guidance in asking a student who might help as a project for a degree or post graduate work to help NNUHNL.

10. Any other business:

i. The families of Daphne Edith Dixon & Mollie Elsa Preston were delighted at the presence of Members at their funerals.

ii. A card had been sent to Douglas Beattie following an operation – a small gift to be given later.

iii. Flowers to be sent to Liz Hogbin (Hilary) & Sheila Rengert (Ruth)

iv. There was a new Deputy Director of Nursing at the NNUH Dr Patrick Luanaigh (Paddy)

v. Due to lack of time in usual meetings it was agreed to hold an extra Trustee meeting to discuss issues around an exit strategy, finance, recruitment, publicity and our website – date to be arranged.

11. Date of next meeting: Thursday 4th August 9.30 for 9.45am *New Education Centre.*

Signed:

Date: