

# *The Norfolk and Norwich University Hospital Nurses League*

Charity registration number 290546

Executive meeting held on **Saturday 12<sup>th</sup> May 2018**

Room 9 at the Norfolk & Norwich University Hospital.

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

Mary Dolding welcomed Sondra Gorick and Chris Parfitt was able to join the meeting later.

Trustees present introduced themselves explaining their role on the committee.

1. **Apologies:** All Trustees present

2. **Minutes from the last meeting:**

Agreed by all present and signed as correct & will be displayed on the committee page of our website.

3. **Matters arising:** 8 iv. Hilary contacted Paddy about the annual payment for the website – already paid

4. **Financial Reports.** Hilary Barker, Treasurer, i. distributed to Trustees the annual financial report 2017-18. Copies will be available for Members at the AGM. They had been independently audited by **Charlotte Ayres** and accepted as correct. She does this without any charge for which we are very grateful. Thank you to those who sent generous donations we really do appreciate this & actually rely on them too and those who renew membership promptly either by cheque or online. As a committee we are working hard to recruit new Members & promoting the League to newly qualified nurses & younger Members. Gift Aid tax relief (£172.50) was claimed & thank you to all who gift aided their donations/subscriptions. Our investments continue to give us an income (£716.87). **Chris Rengert**, our Financial Adviser, is happy with no changes at present. We thank him for his help & support with our investments. Our expenditure (£3533.01) slightly more than income this year (£3339.28) but the postage of the Journal has not yet been added. Money has been spent on Heritage keeping the memories of our nursing days for everyone in the future to see & learn from. Christmas gifts/cards to 54 Senior Members (£335.70) following a telephone call from a Trustee. From the response this was really appreciated giving us an opportunity to talk to them & catch up on what they have been doing. Our biggest outgoing is printing (£1671) of the Journal and later postage. This will continue as it is the highlight of the year for Members, but like everything else, costs rise. We have enough funds for the foreseeable future & find no need, at present, to increase subscriptions giving as much as we can to our loyal Members. *Proposed:* Ruth McNamara *Seconded:* Doreen Betts

ii. Hilary reported she, Mary & Ruth had all met to try and sort out the problem of Lavinia Gordon-Grey's name still on all the *investment accounts*. Attempts to have this removed has been on-going for some time with each of the companies requiring different conditions for this to be completed. After letters & many frustrating phone calls this is still unresolved & current mail still sent to Mary our past Treasurer & not Hilary. Unbelievably two companies, out of five, still need more forms & information which is freely available on our website. More time is needed but investments are safe where they are - just names revised. As Trustees, our names are posted on the Charity Commission website as a legal requirement. & finance is our responsibility.

5. **2018 AGM and Reunion arrangements.** Mary reminded Trustees that today was International Nurses Day & we were also celebrating 70 years of the NHS on our 88<sup>th</sup> anniversary. She thanked Hilary Barker for arranging a celebration cake which will be cut at the end of the meeting by the oldest Member (Ruby Rayner) taking part in the presentation & Sondra Gorick. Organised by Vivien Aldridge 'The NHS – a celebration of 70 years' will cover the seven decades of nursing & important events in medicine. A book had been compiled of information sent in by Members to support the presentation - eventually to be deposited in Norwich R/O.

a. **Ruth McNamara** reported: i. 45 free parking tickets had been collected from the Security & Hospital Travel Office. ii. Revd Eleanor Langan 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. Bee Taylor's collection plate to be used in the service. Monies collected to NNUH Eye department.

iii. Father Ivan Weston will read the lesson & Annette Jude will play the piano.

iv. **Trustee Elections:** The President told the Trustees that they were grateful for two new nominations to serve as the committee work needed extra people to share the load. She will recommend that the Members agree to an extra Trustee. Sondra Gorick (Scarfe) 1982-5 & Christine Parfitt (Bramble) 1980-3 were nominated to stand for election. Ruth McNamara agreed to stand again for further three years as Secretary/Trustee. Elizabeth Blaxell & Vivien Aldridge - Trustees both were willing to be re-elected.

Pat LeGrice has resigned for health reasons as a Trustee since 2010 & a League Member since 1960. She was thanked by the President presenting her with flowers & a gift.

b. **Mary Dolding** had: i. arranged for Jennie to receive the decorated baskets to be judged by Rev Eleanor.  
ii. Raffle/prize vouchers, some were donated by Trustees, will be drawn before tea in the BG - £1/Ticket.  
iii. After applying for payment of tea from the Nursing Endowment Fund Mary was given half the cost with SERCO offering to pay the remainder for 100 Members tea. Our thanks were forwarded to both parties.  
Claire (SERCO) was thanked for her help serving the Members at tea. Trustees only to pour tea - safety.

c. **Margaret Allcock** will have a display of new items given to the League recently including Alice Long & Jock Carruthers medals. Thanks sent to Graham Allcock for help with the display and supporting Margaret.  
d. Trustees produced small flower arrangements (Members must ask if they would like one), teapots for the tables and decorative baskets (13) for sale later at the Hospital Fete in aid of League funds. Grateful thanks.

e. **Pat Le Grice** provided the altar flowers this year with Wendy Hobbs helping to arrange them.  
f. **Elizabeth Blaxell** arranged for each Member to receive a blue shopping bag celebrating 70yrs NHS/NL. Any excess bags will be sold at £5 each later at the Fete. Congratulated on colour & hospital badge (gold).  
g. Mary presented each Trustee with a special 'lucky' NHS 10p coin as a gift from her. Thankyou Mary.  
h. Mary presented a signed copy of Christie Watson's 'Language of Kindness – a Nurse's story' raffle prize.

**6. 2018 Website**. Mary reported: i. Six Members (more than last year) had paid subscriptions by the website which continues to be promoted with Members. On it is a Member's section, copies of past Journals & minutes from all meetings. Any new articles are to be sent to Mary before going on site.  
ii. New password changes 31<sup>st</sup> March 2018 after a request from e-mail. *league2019 green-dog*  
iii Unfortunately the cost of the site has gone up from £1.19/month to £5.99/month. It is felt that it is the way forward & we must agree - Mary has paid monthly. Vivien Aldridge suggested to the committee that the cost be paid from a donation in memory of her Mother Alma Aldridge – a League Member. *Review next year.*  
iv. Paddy continues to support from afar. He was sent a 2018 Journal.

**7. League Membership**. **Ann Copsey** reported: There are now 338 League Members. 2 new since the publication of the Journal. Mary Aston 1944-7 & Teresa Cleary 1970-3 with Ros Cogman & Margaret Spray found. Journals returned deceased Geraldine Larman (Mills) 1952-5 & Delores Revell (Aldred) 1954-7. Resigned Susan Morgan (Service), Pat White (Turner) 1949-52 who wrote a nice e-mail loved Journal but saying it was time to 'stop' & J Morley (Hook) 1949-52 both Australia.

We responded to a request to pay by website but lose money by this method. 49 Members are still outstanding with subscriptions, but many pay at the reunion. New membership needs pushing - information was in the display cabinet. Mary stated every Member need reminding to get new Members for the League to continue to which Viv said that there was only 78 more members in 1957 than now and that was when membership was thriving. Thanks were given to Ann for her hard work. Proposed: Mary Dolding Seconded: Margaret Allcock.

**8. Editors report**: **Elizabeth Blaxell** asked for stronger envelopes for the 2019 Journal. Trustees said the Journal was very well received – congratulations to both editors. Doreen said they must have articles from other people as Elizabeth worked hard to get pieces relating to 70yrs NHS. There were 3/4 from other people in the last edition there is a trickle but more needed. Articles presented 'in e-mail attachment' to prevent re-typing by the editors. Fewer Journals printed this year, therefore cheaper to produce.

**9. Heritage report**: **Vivien Aldridge** reported: i. Committee continued to meet regularly & have changed the display board in the West Atrium several times. Next one planned is West Norwich Hospital.

ii. Uniform collection has been donated to Norwich Costume Museum. Delighted with Alice Ottaway's uniform with proven provenance. Sad moment but they can protect & store fabrics & garments correctly.  
iii. Margaret was approached by the Costume Museum for help with a WW1 public display in autumn 2018.  
iv. Some Chapel hassocks moved back to old site. Full names sought of 33 Members hassocks makers.  
v. Hopefully we may be donated an area to display League heritage articles at the old N&N Chapel – ongoing.

**10. Betty Lee Annual Lecture Thursday 11<sup>th</sup> October 2018 Benjamin Gooch Hall 6-8pm**. Lead by Mike Surkitt-Parr '*Nurses contribution to patient safety over the years*'. A free event with refreshments available. Betty Lee was honoured & happy to have her name attached. Unfortunately, the Trust now feel they are unable to support a full day event. Areas to promote the event were discussed. Flyers to be given out at AGM.

**10. Any other business**: Vouchers to Seniors at Christmas – postage security discussed - to continue.

**Date of next meeting**: Thursday 9th August 9.30 for 9.45am New Education Centre room 10A

**Signed:**

**Date:**