

# *The Norfolk and Norwich University Hospital Nurses League*

Charity registration number 290546

Executive meeting held on **Saturday 11<sup>th</sup> May 2019**  
Room 9 at the Norfolk & Norwich University Hospital.

**Present:** Mary Dolding (President), Margaret Allcock, Hilary Barker (Treasurer),  
Doreen Betts (Joint Editor), Ann Copsey (Membership Secretary), Jennie Cropp,  
Sondra Gorick, Wendy Hobbs, Chris Parfitt, Mike Surkitt-Parr & Ruth McNamara (Secretary).

Mary Dolding welcomed Jan Beart to the meeting. Trustees introduced themselves explaining their role on the committee.

- 1. Apologies:** Elizabeth Blaxell. Vivien Aldridge resigned as a Trustee in February 2019 but will continue to support heritage projects & Betty Lee lecture. She will be given a token from the League at the AGM.
- 2. Minutes from the last meeting:** **8iii.** Chris Parfitt to be added.  
Agreed by all present and signed as correct & will be displayed on the committee page of our website.
- 3. Matters arising 3. 12 iii** Concert planned by Annette Jude Saturday 20<sup>th</sup> June 2020 2.30pm ‘*Songs from the Shows over 90yrs*’ by ‘*Class Act*’. Benjamin Gooch Hall booked. Revised poster discussed. Nurse’s N&N badge bolder. 160 seats in Benjamin Gooch Hall. Tickets with money from October. Details later meeting.
- 7ii.** *Betty Lee Lecture* has been confirmed Thurs 10<sup>th</sup> October 2019 Ben. Gooch Hall 5-9pm. Lead by Mike Surkitt-Parr subject: ‘Antibiotics’. He is in contact with the hospital infection control team. Flyer produced.
- 8 i.** Hilary contacted Paddy about the annual payment for the website – already paid.
- 12 a. i** Mary met Prof Fontaine but declined invitation to Westminster Abbey for a celebration of Florence Nightingale/Edith Cavell Wed 15<sup>th</sup> May – as there is a service on that day in Norwich Cathedral 6.30pm commemorating Edith’s body returning to Norfolk to which Trustees will attend & Ann place a N/L wreath.
- ii** Volunteers needed in the hospital for a ‘*Butterfly*’ project – to sit with patients/families at the end of life. Betty Lee has recently had a hospital stay where she said ‘she was treated as a VIP’ & thankfully now home.
- 4. Financial Reports. Hilary Barker**, Treasurer, distributed to Trustees the annual financial report 2018-9. Copies will be available for Members at the AGM. **i.** Independently audited by **Charlotte Ayres** and accepted as correct. She does this without any charge for which we are very grateful. **ii** Thank you to those who sent generous donations and those who renew membership promptly, either by cheque or online, after receiving their Journals. **iii.** Gift Aid tax relief (£220.75) was claimed – thank you for helping to increase this amount. **iv.** Our *investments* continue to give us an income (£880.55) although 1.9% down from last year with the continued unrest over Brexit & the decline in the markets felt by us all.  
**Chris Rengert**, our Financial Adviser, is happy with no changes at present. We thank him for help & support. After a letter about LEI he suggested this was a grey area & Barclays would clearly need a LEI for our investments lodged with them. Our need to acquire a LEI certificate (£100) for our investments requires investigation by him. Needs clarification about Barclays requirement as they only deal with our money. He will be spoken to this afternoon about this concern.
- v.** *Income* was £3799.99 - boosted by raffles at the AGM, tombola stall at the hospital fete & Betty Lee lecture in October. Cotton bags, given free to Members, have also continued to sell. £4106 in current a/c.
- vi.** Our *expenditure* (£3994.58) increased this year with the government Data Protection Law requirement by organisations with each request requiring a SAE reply. **vii** Our website now involves two payments, one of which is monthly, but we are pleased this is being used to pay subs & contact the League. **viii.** Our biggest outgoing is printing (£1613) of the Journal and increased postage. We are grateful to the N&N postal service for the lower rate but when adding £50vat is still cheaper than the post office. A tax reclaim will be investigated. Over £102 was saved by Trustees delivering Journals locally. **xi.** Money has been spent on our heritage as the history of the hospital is important to the League, general public, nursing & today’s nurses.
- x** Following a telephone call from a Trustee 36 Senior Members received Christmas gifts/cards (£296.95). From the response this was really appreciated giving us an opportunity to talk to them & catch up on what they & the League have been doing. **xi.** This year we are again grateful to the Nursing Endowment Fund contribution towards tea costs. Last year our AGM catering costs increased so Trustees have been baking this year to reduce them & hoping all will enjoy their efforts at teatime. **xii.** Our financial situation is very stable & we have enough funds to again not increase subscriptions. We will continue to provide tea at the AGM, sponsor the Betty Lee lecture & Journal. A short Treasurer’s report will be in the next Journal.

Proposed: Jennie Cropp Seconded: Doreen Betts

**5. 2019 AGM and Reunion arrangements.** a. **Ruth McNamara** reported: **i.** 45 free parking tickets had been collected from the Security & Hospital Travel Office. **ii.** Revd Jane Nursey, for the first time, had planned and agreed to lead our service. She will be given names of deceased Members to be remembered in the service. The piano moved into the Benjamin Gooch Hall & Service sheets printed. The League's silver cross and rose bowl will be available for the altar.

Monies collected donated to Osteoporosis Norwich & District fund. Bee Taylor's collection plate to be used.

**iii.** Sondra agreed to write up Prof Turner's lecture for the Minutes Book and 2020 Journal.

**iv.** Heather Parle will read the Lesson & Annette Jude will play the piano.

**v. Trustee Elections:** The President told the Trustees that they were grateful for one new nomination to serve on the committee. Jan Beart (Blunsden) 1965-8 to stand for election. *Hilary Barker* agreed to stand again for further three years as Treasurer/Trustee. *Ann Copsey* also agreed to stand for a further three years as Membership Secretary/Trustee. Wendy Hobbs has resigned as a Trustee since 2010 & a League Member since 1962. Thanked by the President presenting her with a small token. Vivien will also be given one later.

**b. Mary Dolding:** **i.** The AGM tasks/arrangements were discussed as plan already forwarded to committee.

**ii.** After applying for payment of tea from the Nursing Endowment Fund Mary was given £200 to go towards the cost of beverages supplied by SERCO. 101 Members are expected to attend the afternoon meeting.

**iii.** Claire (SERCO) will help serving the Members at tea. Trustees only to pour tea - safety.

**iv.** Raffle hamper & prize vouchers, donated by Trustees, will be drawn in the BG before tea - £1/Ticket.

**c. Margaret Allcock** will have a display of new items given to the League recently & Jenny Lind Children's Hospital display. Where is the harmonium? Thanks, sent to Graham Allcock for his help supporting Margaret.

**d.** Trustees produced small flower arrangements (Members must ask if they would like one), teapots for the tables. Items were given by Trustees to be included in the prize hamper – proceeds for our funds. Thanks.

**e. Wendy Hobbs** provided the altar flowers this year.

**6. 2018 Website.** Mary reported: **i.** New password change 31<sup>st</sup> March 2019 issued after a request from e-mail. *league2020 monday-boat*. This year there have been eleven visitors & increasing from Paddy's report.

Several enquiries about past family member's training dates. Heritage group & Ann helped with replies.

**ii** Vivien Aldridge gave another donation towards costs in memory of her Mother Alma Aldridge – a League Member. *Review next year.* **iii.** The new Twitter account is being used by supporters to spread the word.

Proposed: Chris Parfitt Seconded: Sondra Gorick

**7. League Membership.** **Ann Copsey** reported: **i.** There are now 337 League Members. 32 Members outstanding with Data Protection – no Journal was sent. Two made enquiries & re-registered. **ii** Since January meeting. Mary, Chris & Sondra had held regular stands to successfully recruit 30 new Members.

**iii.** Mair Campbell, Meta Douglas-Jones (Points) 1943-6 & Margaret Spray (Miller) 1950-3 had died.

**iv.** Paper record is being kept for Data Protection purposes especially when sent out & no reply received.

Paddy to be asked if a 'box' could be used for 'on-line' legal agreement. For review next meeting.

**v.** 39 Members had not yet paid their subscriptions. New non-payers reminded annual payment is due April.

Proposed: Ruth McNamara Seconded: Wendy Hobbs. Ann thanked for her follow-up work after recruitment.

**8. Editors report:** **Doreen Betts** reported **i.** Disappointed not many contributions received for 2019 Journal. Mary gave 2020 contribution from a historian about the hospital & more Edith Cavell information as articles.

**ii.** It had been agreed 2020 edition will be Liz & her 'Swan song' their 10<sup>th</sup> year. Editors thanked for their hard work. Proposed: Mike Surkitt-Parr Seconded: Mary Dolding

**9. Heritage report:** **Margaret Allcock** reported: **i.** It had been an encouraging year being involved in various displays over the year which had brought positive interest from the public. **ii.** Good feed-back had been received from the contents on display in the cabinet at the hospital. Mary, Chris & Sondra were thanked for their time manning the displays bringing new Members to the League. **iii.** The website has produced several enquiries & help has been forthcoming when related to our hospitals. The Journals, indexed by Vivien Aldridge, has helped tremendously with research enquiries. **iv.** In our 90<sup>th</sup> year we would appreciate articles for our folders & the Journal in celebration. Margaret & her team were thanked for their hard work on the League's behalf. Proposed: Ann Copsey Seconded: Hilary Barker

**10. Any other business:**

Hospital Fete will be held Saturday 8<sup>th</sup> June. The League will have a 'treats' hamper raffle with proceeds for our funds. The promotion stall will be manned by committee members.

**Date of next meeting:** Thursday 8th August 9.30 for 9.45am. Room 10 New Education Centre.

**Signed:**

**Date:**