

## The Norfolk and Norwich University Hospital Nurses League

### Charity Registration number 290546

Trustees meeting held on Thursday 7<sup>th</sup> November 2024 at Priscilla Bacon Lodge. Colney Lane. Norwich @ 10am

**Present-** Michael Surkitt Parr. (President). Hilary Barker (Treasurer). Tessa Holmes (Secretary). Anne Copsey (Membership secretary). Margaret Alcock. Jan Beart. Mary Dolding. Elizabeth Blaxell. Doreen Betts. Chris Parfitt. Gavin Shiers. Mary Clarke. Sondra Gorick.

**Apologies** – None.

**Minutes of last meeting** – agreed in principle; spelling errors to be corrected and then signed by MSP.

#### **Matters arising from the minutes**

**Membership Criteria** – as discussed and supported by the membership at this year's AGM, Registered Nursing Associates are now eligible for membership of the NNUH Nurses League. Furthermore, the previous time limit of three years' service prior to joining for non NNUH / UEA graduates has now been removed. MSP will now notify The Charity Commission of these amendments.

**Format of the annual service at AGM-** as discussed at a previous meeting MSP will seek views from the membership on this topic in his '*Message from the President*' in the 2025 Journal. Any suggested changes can then be discussed with the Clergy.

Regarding the AGM, catering for the 2025 AGM will be provided by Serco and will be tea, coffee and afternoon tea in the form of fruit and cheese scones. SG has secured support from the Voluntary service who will provide volunteers who will pour and serve the hot drinks and place the scones onto plates. This will free Trustees to be able to talk with the members present. A cake will be organised by HB, this will be the 95<sup>th</sup> AGM of the Nurses League. It was suggested that a 'Donations' pot can be on the tables to encourage attendees to contribute towards the costs of the afternoon tea provided, but agreed this may not sit well with the planned increase in fees. Suggestions for a speaker for the event were, the Volunteer service, CP suggested MD and JB who give an excellent presentation on the History of Nursing and the Nurses League in their sessions provided to newly qualified nurses. The excellent display from the Betty Lee Lecture will be used again at the 2025 AGM.

**Live Streaming of Nurses League events** – Gavin Shiers is leading on this but to date has been unable to progress matters with the team responsible at NNUH for this. GS will continue to take this forward.

**Honorary membership for Mr Richard England** – Richard England was delighted to accept. AC has sent him a 2024 Journal.

**Update on Display cabinets at NNUH site** – MSP has made enquiries regarding insurance for the items of value to go into the cabinet and the Chapel silver that belongs to the League; a response is awaited. MD has received an e-mail from Emma Jarvis which confirms that the new cabinet will be in the West Atrium near where the Nurses League display board is currently sited. The Jenny Lind clock will be placed here too; MA reminded fellow trustees that this must be screwed to the wall to secure and that Richard Simmonds, (clock repairer and restorer) will also need to be contacted to set up the clock. The background for the permanent Edith Cavell display will be green and the NNUH suggest that the back of the new display cabinet for the Nurses League should also be green. The trustees agreed with this proposal. MSP will respond on behalf of the Nurses League. **[POST MEETING NOTE.** MA has contacted Richard Simmonds and MSP has put him in touch with Emma Jarvis.]

**Christmas seniors** – DB has emailed the new list for 2024 to all trustees. There are 5 of the new seniors for 2024 that DB has been unable to contact. AC has shared telephone numbers from her database to assist. DB requested that Trustees add their comments (brief ones) to her list and return to her with the voucher choices of the senior member. Voucher choices for 2024 are Boots, M&S, Sainsbury, Tesco or Gardening. DB requires this by 30 November 2024. There are now 47-48 senior members who will receive telephone calls from trustees and be offered a voucher of their choice from the Nurses League. MSP thanked DB for all her work in relation to the 'Seniors'.

**Criteria for Betty Lee Award** – MSP has spoken with both Dr Lucy Arora and Rachael Cocker Chief Nurse and the agreement is that the award will continue to be open for nurses only.

**Future meeting venue** – TH has experienced problems with securing rooms for meetings at the NNUH site, therefore a block booking has been made for the 2025 year at the Willow Centre. Cringleford. Meetings have been booked for Friday 7th February 11-13.00 hrs. Friday 8th August 12.00-14.00 hrs to include a lunch, TH will organise this and liaise with fellow members. Friday 7th November 10-12.00. The AGM is to be held on 10th May 2025. The Trustee meeting prior to the AGM will be held on 8th May by Zoom.

**Financial reports** – HB gave her report (attached). Expenditure is now exceeding income again this year, monies received from subscriptions and donations are approximately £600 down for this same time last year. The costs for the Journal are expected to rise from the 2024 figure of £7.50/unit. HB foresees that it will be necessary to transfer some funds from the Business account into the current account this year to cover costs expected. SG raised a valid point that the money received from the raffle held at the AGM did not cover the costs for the day and that was with the prizes being donated by Trustees. There is currently £15k in Investments accounts. A discussion took place about raising the subscription rates, it was agreed by all present that the rates should be increased to £10 for retired members and £15 for working members. MSP will include this in his report for the 2025 Journal and the new rates will come into effect for 2026.

**Heritage update** – The Heritage report was given by Jan Beart on behalf of the sub-group Margaret Alcock, Mary Dolding, Elizabeth Blaxell and Mary Clarke. The group last met on September 30<sup>th</sup> when work was carried out on the display enjoyed by attendees at the Betty Lee Lecture. Uniforms were selected from the collection and thanks were given to MD who starched the nurse's hats. Named nurses were identified from their photographs and with assistance from Jean Thompson and using the ancestry site a short piece about each nurse now accompanies their photograph. The next meeting will be held on November 25<sup>th</sup>.

**Membership Report** – The membership report was given by Anne Copsey. Changes to membership were circulated the fellow trustees, going forward it was agreed that the changes and also the membership booklet as PDF's would be sent to trustees electronically with the exception of HB, EB, DB, MA and MD who would like to continue to receive these in paper format. Membership stands at 284. Group emails have been set up by AC for the communication of information for the Nurses League. AC has found that there are 67 members without their own email addresses; a memo is to be added to the journal to encourage them to share their email or nominate a family member willing to receive communications for the member. AC requested that her telephone number be included in the Journal this year, GS will action this. Members who have not paid despite reminders will be removed from the membership going forward. MSP thanked AC for her work.

**Social media Group update** – The report was given by Tessa Holmes on behalf of the sub-group Mary Dolding, Chris Parfitt, Jan Beart and Gavin Shiers. The group last met on October 8<sup>th</sup>; the Social Media Policy is now complete following advice and assistance from Susie Hawes from NNUH and this will now be added to the Nurses League website. Social media platform X is maintained by MD and there were 450 hits after the post of the Edith Cavell service, this shows how well used this platform is by younger nurses. Work is progressing with the Journal for 2025 with GS taking the lead on this; he shared his folder of current articles and encouraged members to have their submissions to him by December 1<sup>st</sup>. SG will do an article after her very interesting conversation with the 91-year-old cousin of Betty Lee after this year's Lecture. MSP has received comments from the judging panel of the Betty Lee Award winners which MSP will add to the piece written by the winner Aletia Norman. GS has the Dissertation from this year's winner which will be précised and included. DB will write an article about the Edith Cavell service to go with the photographs taken. MSP thanked the subgroup for their work and GS for his work on the Journal.

**Newly Qualified Induction Sessions** – these have taken place twice since the last meeting and have seen good attendance and an enthusiastic and engaging audience to including International nurses. All the newly qualified nurses this year have jobs at the NNUH. The programme for 2025 will start again in February. MSP thanked JB, MD and CP. MSP encouraged any Trustees who have not attended one of these events to try and do so to see how interested the newly qualified nurses are.

**Betty Lee Lecture 2024** – This was well attended and the audience included senior members of staff from NNUH and the new Dean of Health Sciences from UEA. The date for the 2025 lecture will be Saturday October 25<sup>th</sup> from 2pm, with the lecture to start at 3pm. TH will book the Benjamin Gooch Hall and the outside area for displays and refreshments.

**Any other business** - MSP and fellow trustees wished Margaret Alcock a happy 80th birthday and a cake baked by TH was enjoyed.

MSP reported that he had spoken to the new Dean of the School of Health Sciences at UEA regarding recruitment of new members to the Nurses League and they have agreed to communicate in the new year to look at a planning a joint event to discuss potential links between the League and the Nurses Alumni group at UEA; MSP and the Dean had agreed that developing and strengthening such links should be mutually beneficial and encourage new members. Rachael Cocker Chief Nurse and Dr Lucy Arora will also be invited to join the discussions.

GS offered to deliver Journals to nurse members working at NNUH. CP will collect the Journals from the Printers in Aylsham and deliver them to AC.

DB will provide the biscuits for the next meeting; this will be held at The Willow Centre, Cringleford.NR4 7JJ on **FRIDAY 7<sup>th</sup> February 11am.**



**7<sup>th</sup> February 2025**