

The Norfolk & Norwich University Hospital Nurses League.

Charity registration number 290546

Trustees meeting held on February 10th 2022 at 10.00 at Bob Champion Centre. Room 16. Rosalind Franklin Road. Colney. Norwich.

Present : Michael Surkitt-Parr (President) Margaret Allcock , Hilary Barker (Treasurer), Doreen Betts , Anne Copey (Membership secretary) Mary Dolding , Jan Beart , Chris Parfitt (Joint editor) . Kay Marrison , Tessa Holmes (Secretary)

Apologies : Elizabeth Blaxell , Sondra Gorrick.

Mike Surkitt-Parr opened the meeting welcoming members and advising the Agenda would be taken in the following order . Items 1 – 3 followed by item 12 the AGM.

2.The minutes of the last meeting

The minutes of the November meeting were agreed as a true record and signed by Mike Surkitt-Parr.

3. Matters arising.

- a. Twitter account – this will be progressed by Mary Dolding and Mike Surkitt-Parr.
- b. Time Out Day – No further progress has been made . Gary Shales is no longer working within the Trust. Mike Surkitt-Parr to continue to persue.

12. AGM 2022

Mike Surkitt-Parr thanked Chris Parfitt and Mary Dolding for talking to and visiting the Willow Centre at Cringleford to look at its merits as an alternative and possibly more suitable venue for the AGM.

Chris Parfitt and Mary Dolding then fed back to the committee their findings and thoughts regarding The Willow Centre. This is a community building and has good access and parking both general and disabled , however there are concerns regarding noise issues if the venue is shared with another user. The space has a 100 person capacity can be divided down between users and the cost quoted was £24/hr for a space to hold 80 attendees. Kitchen facilities were excellent and this could be added to the booking for an additional £5. IT facilities were good and would not impact on the committee to set anything up and also the configuration of the space hired is also done by the venue, both of which were included in the hire fee. It was noted that there are no opening windows but air could be introduced by opening the doors similar to those in the meeting room at Bob Champion Centre.

A discussion then took place regarding whether the committee felt that it was advisable to go ahead with the booking at the Benjamin Gooch Hall for this year in the light of ongoing COVID risks and the short comings of the Benjamin Gooch Hall with it being on a hospital site.

Chris Parfitt advised that the Journal is currently with printers and still at a stage whereby amendments could be made if required. Hilary Barker wondered how members and attendees may feel and that this would impact on attendee numbers anyway. Mike Surkitt-Parr advised that recording of the event was possible and Mary Dolding felt that a dual approach would be beneficial.

Kay Marrison reminded us that the hospital was still advising not bringing older and vulnerable groups into the hospital setting , all points are to be considered.

Discussion took place regarding the delay of the event to the summer months but it was felt it was already too late to change this years AGM date of 14th May.

The committee voted in favour of a face to face AGM and to continue in the current venue but to consider alternatives for the future.

Nancy Fontaine is to be contacted and asked for her opinion/advice as lead on infection control.

Mike Surkitt-Parr proposed that there should be no singing of hymns due to COVID , recorded hymns should be used instead. 'God be in my Head ' and two others are to be selected with advice from the chaplaincy , well known and uplifting hymns were the thoughts of the committee. Mike Surkitt-Parr will liaise with the chaplaincy regarding this and the printing of service sheets.

A reading should be included as usual , this has been done in the past by Heather Parle , Mike Surkitt-Parr agreed to email Heather , the reading is chosen by the Chaplain and then forwarded to the reader in good time.

Chris Parfitt advised that 45 free parking slots need to be requested from the Parking Office for the event. Tessa Holmes to action. Chris Parfitt and Mary Dolding agreed to collect same.

Vases are collected by the member doing the flowers , Jan Beart agreed to ask Nightingale Florist to do these using blue Iris and white roses. Mary Dolding has the collection plate and the bags are with Anne Copsey.

Hilary Barker offered to arrange the raffle , Mike Surkitt-Parr to donate a book token and Hilary to donate a second prize of chocolates.

Margaret Allcock asked if the committee felt a Display Table would be required , it was agreed this was an excellent idea.

Mike Surkitt-Parr reported back to the committee that Nancy Fontaine is no longer available to be the speaker but has suggested that she prepares and this is then delivered by her deputy Rachel Cocker.

The charity to benefit from the fundraising at the AGM is yet to be decided.

Catering for the AGM , it was agreed that tea/coffee , cake and cheese straws only would be offered this year. Mary Dolding to investigate access to the Nursing Endowment Fund with Nancy Fontaine. Doreen Betts will shop for 100 cheese straws , SERCO will be asked to provide the teas and coffees and Hilary Barker will arrange a cake to be made the top of which is to include the Badge and NNUH Nurses League 2022. Chris Parfitt will source a Gluten free fruit cake as an option.

Mike Surkitt-Parr thanked Chris Parfitt and Mary Dolding for their efforts regarding the AGM.

4 : Financial reports.

Hilary thanked members for her flowers received after her recent surgery.

Financial reports had been sent out to each committee member and no questions arose. Hilary Barker reported that Ruth Mcnamara was still receiving communications from some of the

Investment funds and it was agreed that Chris Rengert be contacted and asked to remove Ruth McNamara from their lists and at the same time add Mike Surkitt-Parr. Mary Doldings address is also to be amended.

5: Heritage Report.

Margaret Allcock opened by asking members if they received her report and any points arising.

Old photographs to be included in the journal have been sent to the printers for their selection for inclusion by Chris Parfitt and Sondra Gorrick .

The Jenny Lind clock is still not in its final resting place due to continued building works , Richard England had visited but wasn't happy to assemble until this was complete.

The Folders from the Record Office are being indexed with the help of Jan Beart and Mary Dolding.

Mike Surkitt-Parr would like to look at the Past Presidents folder (1930 to date).

The Display Board requires updating , the Heritage committee will do this and the suggested theme of Royal Visits was felt by members to be an excellent idea.

Chris Parfitt suggested that the AGM could be advertised on the board also.

John Losasso Hospital Librarian has been in contact with Margaret Allcock for comments and identification of some old photographs , these were passed around members present for comment.

6: Membership Update.

Anne Copsey reported there are currently 306 members and one honorary member. 28 memberships had been discontinued for those who had not paid their subscriptions for the last two years despite reminders and the receipt of the journal. A further 11 members have been sent their first reminder.

There have been no new members since our last meeting and one member deceased Patricia Blenkiron. New Member booklets were passed to the Trustees present.

Mike Surkitt-Parr thanked Anne Copsey for her continued work as Membership Secretary.

7: Journal update 2022.

Chris Parfitt and Sondra Gorrick have collated all the articles for inclusion and these are now with SR Printing of North Walsham for review and design. A proof is likely to be available in early March , proof readers are required , members were asked to contact the editors if they could assist. As in previous years a meet up is to be planned to envelope up the journals and allocate those to be hand delivered.

Hilary Barker requested that SR Printing be reminded to send the invoice to her in order for the League to receive their usual discount for prompt settlement.

Mike Surkitt-Parr thanked the editors for their work on the Journal and Chris Parfitt expressed her thanks to her Co-Editor Sondra Gorrick who also worked full-time.

8: Nurses League website update

Mike Surkitt-Parr reported that matters were always updated in a very timely manner by Paddy xxxxx.

8: Newly Qualified Nurses.

Mike Surkitt-Parr reported that he had no contact regarding sessions since our last meeting , he has emailed Judith Ditton. Jan Beart has had no contact either.

9: Christmas Seniors.

Doreen Betts is in the process of typing up the comments from the Christmas phone calls to senior members. 14 Thank-you cards were received and a cheque was received from ivy Wyatt. Doreen Betts has telephoned her to express thanks.

Hilary Barker read a card received from Beryl Eversfield (nee Wymer). Chris Parfitt spoke of her call to member Joyce Alexander who is now over 100 years of age and in a home , Chris felt the member would have benefitted from a visit instead . it was agreed generally this would be the way forward in the future. It was agreed a Christmas card to include news in cases like this would be more appropriate and could be read to the member.

10: Betty Lee Lecture.

The date for the 2022 Lecture is 14 September , 1600-1800. The Bob Champion Lecture Theatre has been booked. Tessa Holmes will contact the Willow Centre to enquire about their availability and costs for that date.

'Volunteering' was a suggested topic and other suggestions are to be passed to Mike Surkitt-Parr. Sally Dyson as manager of the Volunteers is to be approached by Chris Parfitt.

Mary Dolding has been in contact with Betty Lee who is awaiting cataract surgery , she wished for her best wishes to be sent to the committee.

11: Hospital Open Day & Fete.

This is planned to take place on June 11th 2022.

Any Other Business.

Mike Surkitt-Parr has been contacted by Janice Bradfield regarding 250 Anniversary Talk asking if the League would like to participate. Video clips of interviews with members – Mary Clarke has expressed interest.

Chris Parfitt asked members to give thought to fundraising ideas , the possibility of adopting a ward or speciality area for a year?. The Unit manager could be asked what they need which would benefit patients directly. The lack of some basic items such as foot stools and male urinal holders has been noted whilst members were volunteering.

The meeting closed at 12.08.

Next meeting will be by Zoom on Thursday 12th May 2022. Further details to follow.

Since the meeting Kay Marrison has spoken to Mike Surkitt-Parr (President) to say that she feels unable to continue as a Trustee of the League given her current and future commitments. Kay has said that she remains willing to help the league in any way she can at the events we hold. As President Mike Surkitt-Parr has written to thank Kay for her contribution to the Nurses League.

Mr. Parfitt
12:05:22

