

The Norfolk and Norwich University Hospital Nurses League

Charity Registration Number 290546

Executive meeting held on **Thursday 12th November 2020**
using Internet via Zoom (Vocal & facial contact)

Present: Mary Dolding (President), Margaret Allcock, Hilary Barker (Treasurer), Jan Beart, Doreen Betts, Elizabeth Blaxell, Ann Copey (Membership Secretary), Sondra Gorick & Chris Parfitt (Joint Editors), Mike Surkitt-Parr & Ruth McNamara (Secretary).

Mary Dolding, our President, opened the meeting thanking all the committee for their support in this difficult time in our history.

i. *Mike Surkitt-Parr* for planning the 2020 Betty Lee lecture and presenting it on our website in October.
ii. *Chris Parfitt & Sondra Gorick* in their new roles as Journal editors in planning the 2021 edition.
iii. *Jan Beart*, with the help of her Grandson, for producing a video for Newly Qualified NNUH Nurses.
iv. *Margaret Allcock* for her tireless work in relation to heritage projects.
v. *Ruth, Hilary & Ann* without whom the League would not continue to function – much appreciated. Ruth is resigning in May 2021 after 20 years as Secretary showing dedication & commitment to the League. Trustees owe it to her to find a replacement willing to take on the challenge & make the handover as stress free as possible.

1. **Apologies:** Jennie Cropp – bad internet connection & no reply from Kay Morrison.

2. **Minutes from the last meeting:** Agreed by all present & will sign as correct when contact allows.

3. **Matters arising from the last meeting.** None

4. **Financial reports.** **Hilary Barker** distributed the latest Charity Commission information & our financial reports. She asked Trustees to read, as is their duty, the latest information available to all Trustees of charities especially the self-assessment checklist.

i. Subscriptions to date are much lower than last year. Ann chasing those outstanding – due in April 2020.
ii. Donations are good (£1882.09p) from generous Members exceeding last year's total. Pay Pal Giving Fund, in this tax year, have donated £1017.09p & £320 donated in memory of a former N&N nurse (about 1950's) Mrs Joyce Symonds - Sister at Gt Yarmouth Hospital.

ii. After checking our investments, originally £15000, with the volatility of the financial markets, they have dropped to about £11,000 following major changes with Brexit, COVID-19 & US elections. Our investment interest is lower this quarter & could possibly get worse. No change requested from our Financial Adviser.

iii. No news has yet been received from schoolgirls who had raised funds for the League.

iv. League expenses are low because of the Covid-19 events have been cancelled & no revenue made. Hilary requested any outstanding expenses claims with the difficulty signing cheques at this time.

v. Due to our income being low Trustees agreed that the proposal to increase the Seniors gift, not done since it commenced in 2005, should be reviewed in 2021.

vi. The Charity Commission return will be sent January 2021 when it is due. Hilary thanked.

5. **Membership:** **Ann Copey** reported i. Membership now stands at 339 with 32 outstanding subscriptions despite Members being contacted by post, telephone & e-mail. Ann was disappointed at the poor response which involved unnecessary work. Another reminder will be in their 2021 Journal & with no reply membership will be discontinued. Bank statements will be checked for standing order payments.

ii. Another reminder will be put in the 2021 Journal to stress subs are due in April each year.

iii. Re-wording of the reply slip to attend the AGM 2021, in the light of Covid19 & possible limited accommodation numbers, will be enclosed within the Journal for Members.

iv. Confirmation had been received from HM Revenue & Customs refunding £223 Gift Aid.

v. *Dot Miller (Burdett)* 1955-9 had sent a letter offering the League a book of her records working in Theatre at the Jenny Lind for our archives. It will be given to Margaret when conditions allow.

vi. New Member: *Sian Blaseby (Webber)* 1994-date. Re-instated *Jenny Daly (Walker)* 1981-4 & sadly died *Audrey Camp (Keay)* 1952-5, *Doreen Double (Beck)* 1948-51, *Sheila Dunsire (Temple)* 1954-7 & *Janet Wood (Drew)* 1941-4. Resigned: *Marian Fox (Burrows)* 1971-3 & *Karen Hall (Loades)*.

Ann was thanked for her hard work contacting 90 Members whose subscriptions were due last April.

6. Betty Lee Lecture 2020 review: Mike Surkitt-Parr thanked Paddy for his technological wizardry and Richard England for accommodating with the virtual on-line lecture situation this year. *'The Two Nightingales'* He had produced an informative & interesting lecture comparing the two ladies – Florence Nightingale & Jenny Lind including their lives helping others less fortunate than themselves.

- i. Mike will attempt to find out how many people have visited the site to watch the lecture.
- ii. Ruth McNamara will book accommodation for next years lecture around the same date & times.
- iii. Request was made for topic suggestions 2021.
- iv. Richard England had telephoned Betty Lee who was delighted with the call.

7. Seniors Gifts Christmas 2020 Ruth McNamara i. Distributed the list of Seniors who had received gifts to the Trustees willing to contact them including 8 'new' Seniors trained in 1952-5 - totalling 41. It is hoped all cards & gifts can be dispatched soon after this latest 'shutdown' with Covid-19 isolation.
ii. No increase in gift value since started in 2005. A discussion was held about increasing the gift value but after such a difficult & uncertain financial year it was agreed to review it in November 2021.
iii. A card will be sent to all Vice Presidents this Christmas from the Members.

8. NNUH Nurses League Website update. Mary Dolding: i. Paddy had been extremely helpful in organising with Mike & Richard England the Betty Lee Lecture in October 2020. The Trustees gave grateful thanks to all concerned. ii. The Website will be checked for spelling errors.
Our thanks to Paddy for his continued support.

9. Newly Qualified Nurses Induction September 2020 i. Unfortunately, Mary Dolding, Chris Parfitt & Jan Beart were unable to meet the students due to social distancing but sent the relevant information by video (special thanks to Jan's Grandson Ambrose Beart for his expertise) which was well received.
ii. No further dates have yet been received.

10. Heritage Committee update Margaret Allcock reported i. A meeting had been held to prepare a display advertising the Betty Lee Lecture on our website.
ii. Several planned visits to Members about heritage material have had to be postponed.
iii. Items due for return to the Norwich Record Office are awaiting their re-opening as most staff are working from home. iv. Mike Flynn is keen to illustrate part of the Jenny Lind story 1980-1996.
v. Veronica Rogers, a new Member, made us aware of the Jenny Lind Longcase clock found in hospital storage. Richard Simmonds, a local clock restorer, has helped with its history but it is in urgent need of restoration totally £800. An article in the Journal will ask for Members support c/o Emma Jarvis Hospital Environmental Arts Manager.

11. 2021 Journal New Editors, Chris Parfit & Sondra Gorick i. They had been pleased with the articles received for the 2021 edition & have contacted the printers who gave their support.
ii. Reminded Trustees Dec 31st 2020 is the closing date for photos & articles to be included in this edition.
iii. A photograph of Trustees via Zoom was taken for the new Journal.
iv. Member's names for special Journal delivery by Trustees locally – e-mailed Feb 4th meeting please.

12. 2021 President & Trustee elections – those for re-election

- i. Those for a term of three years to include voting for a new President. Trustees Elizabeth Blaxell, Chris Parfitt & Sondra Gorick have agreed to stand for re-election.
- ii. Ruth McNamara Trustee 1996 & Secretary since 2001 & Jennie Cropp Trustee 2017 are resigning.
- iii. Two new Trustees are needed to complete the Committee quota.
- iv. Mary Dolding will have completed 7 years as President. She will be invited as a Vice-President & Trustee on the Committee for a further year.
- v. Mary reminded Trustees of the urgent matter of finding another Secretary for the Nurses League.

13. Any other business

- i. **Edith Cavell Remembrance Service** was held at her grave outside Norwich Cathedral, in the rain with social distancing, on 12th October 2020. Doreen Betts laid the usual wreath from Nurses League & The London Hospital.
- ii. **Emma Jarvis** invited Members to take part in a vibrant Rainbow exhibition programme over three floors of the hospital in the run up to Christmas, January & February 2021.
On display in glass cabinets will be rainbows, words, quotes & poems of hope - maximum size of A3. Items handmade in any material colourful & imaginative in any media by December 2nd 2020 please.

14. Date of next meeting: Thursday 4th February 2021 10 am start - Double Zoom meeting.

Signed:

Date:

