

The Norfolk and Norwich University Hospital Nurses League

Charity Registration Number 290546

Executive meeting held on **Thursday 7th February 2013**
in the Boardroom Level 4 at the Norfolk & Norwich University Hospital.

Present: Lavinia Gordon-Gray (President), Vivien Aldridge, Margaret Allcock, Elizabeth Blaxell (Joint Editor), Doreen Betts (Joint Editor), Mary Dolding (Treasurer), Ann Copey (Membership Secretary), Wendy Hobbs, Hilary Barker, Pat LeGrice, Miss B Lee & Ruth McNamara (Secretary)

1. **Apologies:** All committee members present.
2. **Minutes from the last meeting:** Agreed by all present.
3. **Matters arising from the last meeting:** None

4. **Rewording League Objectives in our Declaration of Trust:**

Lavinia Gordon-Gray put the new wording forward to the Trustees for discussion and approval to protect our heritage collection with preservation and storage expenditure.

The League maintains an independent collection of records, photographs and other memorabilia connected with nurses and nursing at the Norfolk and Norwich Hospital(s).

This was agreed by all present. It will now be put to the Members in the 2013 Journal and brought before the Members for approval at the next AGM on 11th May 2013.

5. **Financial reports:**

Mary Dolding, Treasurer distributed income and expenditure accounts and was pleased to report our income excess stands at £200. She had had verbal contact with Chris Rengert our Financial Adviser who reported everything was in hand and he was happy with our financial arrangement.

Acknowledgment and thanks had been received from the two Senior Members who had received Christmas cheques.

6. **2012 Seniors gifts:**

Ruth McNamara thanked all the Trustees who had helped her contact 53 Seniors to offer them a Christmas gift. Many were just happy to reminisce and have a chat. £431 had been spent in all on this project for Christmas 2012. Some local Seniors invited Trustees to visit in person with all enjoying a pleasant experience revisiting old times.

Letters had been sent out to trace Mrs Betty Worboys (Howard) 1942 - Halstead Essex, Mrs Angela Payne-James (Tallowin) 1943 – South Minster Essex and Mrs Margaret Hayles (Catchpole) 1944-47 – East Grinstead Sussex, but to date there had been no replies.

7. **2013 Trustee Elections:**

Ruth McNamara reported that nomination papers would be delivered to each Member within the Journal and to be returned by Saturday 6th April 2013.

Ruth McNamara (Secretary), Elizabeth Blaxell (Joint Editor), Pat LeGrice & Vivien Aldridge all agreed to stand again for re-election as Trustees.

8. **AGM & Reunion Saturday 11th May 2013 at 1.45pm in Benjamin Gooch Hall.**

Lavinia Gordon-Gray will:

- a. Liaise with the management of the Deli Restaurant and Claire Chettleburgh (catering department) about the tea arrangements. Restaurant to be booked 2-5pm.
- b. Contact Douglas Beattie.

Pat LeGrice will:

- c. Confirm with Liz Hogbin to speak on Care Quality Commission.

Ruth McNamara will:

- d. Write to Mrs Emma McKay Director of Nursing requesting the tea be paid for from Hospital Charitable Funds.
 - e. Correspond with Rev. Eleanor Langan to ask if she will again plan, lead us in our Service and provide Service sheets for 110 people. It will also be requested that the Hall be set up as a Chapel with the League's silver and white altar cloth. The piano to be re-tuned if necessary.
- The Trustees requested two hymns for the Service and it was agreed that The Magnificat be replaced again by the 23rd Psalm.
- Hymns: Give me oil in my lamp & Praise my soul the King of Heaven.
- f. Write to Hospital Travel Office requesting free parking tickets for Members attending the Reunion.
 - g. Write an official letter of request to the 2013 speaker Liz Hogbin.
 - h. Write/contact Bobbie Weston.

Anne Copsey:

- i. Chapel flowers

Wendy Hobbs:

- j. Mrs Winfred Rogers will be contacted to ask if she will be willing to read the Lesson during the Service. Doreen Betts has agreed to be stand-in if necessary. Mrs McNamara will arrange for the scripture to be forwarded as soon as she receives it from the Chaplain.

The Collection for NNUH Chapel fund will be taken by Wendy Hobbs, Pat LeGrice and Vivien Aldridge.

8. Heritage material update.

Vivien Aldridge reported:

- a. A visit had been made to the Norfolk Archive Centre in County Hall Norwich where they met Dr John Alban Principal Archivist and Freda Wilkins-Jones who gave them access to items relating to the League held by the Centre. Both were very interested in our collection including the medals. Miss Wilkins-Jones offered to go and see what we were holding and then offer advice regarding safe storage. If the Trustees agreed to some articles going to the Archive Centre we would retain ownership and access when needed with no charge.
- b. Vivien met with Emma Jarvis who offered advice documenting the collection but costs would be high especially an Accession Ledger and special pens to make the complicated entries.
- c. Suggestion was made to contact Norwich Town Close Charity who had an interest in local medical heritage as a source for funding our project.
- d. Other interested parties could be Museum Documentation Association and Norwich HEART (Heritage Economic and Regeneration Trust) which raises funds for heritage in Norwich.

9. Any other business

- a. **Elizabeth Blaxell and Doreen Betts** reported the Journal would be ready for the printers on Monday 11th February.
- b. **Ann Copsey** was pleased to report a new Member: June Patterson (Frances) 1970-72 397 Members will receive the 2013 Journal.
- c. **Wendy Hobbs** had a CD recording the last (2001) Chapel Service Norfolk & Norwich Hospital for possible viewing at the Reunion.

10. Date of next meeting: Saturday 11th May 9.30 for 10am Room 12 Education centre.
A group photograph was taken of the Trustees after the meeting.

Signed.

Date.