

## **FRIENDS OF ST. MONICA'S HOSPITAL**

### **Minutes of the Annual General Meeting**

**Held on Tuesday 5 September 2023, in the Galtres Centre, Easingwold.**

#### 1. Apologies

Apologies were received from Terry Saeedi, Graham Pratt, Ian Jackson, Peter Glossop, John Pollock, Helen Sykes, Jenny Gibbs, Susan and Walter Rinaldi- Butcher, Jane and Lawrence Wilson, and Janet Johnson.

#### 2. Present

Executive Committee Members: David Kenworthy (Chairman), Jane Wintermeyer (Vice –Chair) David Fordham (Treasurer), Michael Clarke, Jenny Rhodes, Peter Berry, Lorraine Boyd and Derek McLuckie (Secretary).

Friends: Kate Barugh, Brenda Clarke, Christine Cookman, Joyce Hughes, Chris Peel, Joan Ramsay, Martin Whillock, Kenneth Wilkinson,

#### 3. Welcome and Chairman's Introductory Remarks

The chairman welcomed everyone to the meeting and gave the following report:

What a difference a year makes. At last year's AGM we were talking about the effects of Covid in 2021 and the ongoing effects at the beginning of 2022. It all now seems like a dream. Lockdowns, social distancing, testing and how we all became experts in talking about the pandemic. The rest of 2022 was, fortunately, much brighter and Friends of St Monica's was able to get back to almost normal.

One of the legacies of Covid was our partnership with EDCCA which has continued to flourish. Apart from regular funding for such things as meals on wheels, we have helped to fund one off projects such as a Boccia set and course fees. A trustee of the Friends attends EDCCA trustee meetings and vice versa. This partnership is helping to spread the word about the Friends' grant making.

The hospital is still a major focus for us. Sister Ginny Vernon retired at Easter this year but is continuing as a part time staff nurse. Jade Barnes has taken over as sister in charge and has brought new ideas to improve the comfort and wellbeing of patients and staff. The Friends have funded a staff rest room and replacement televisions for patients. Jade is keen to improve the mental wellbeing of patients. Some are admitted to the hospital with only night clothes. The Friends are funding clothing packs so that patients can be out of bed in day clothes. Additionally, we are funding weekly visits from a hairdresser which has proved to be a great hit.

Grant making within our communities continues. Covid did slow down the requests for grants in 2022 but they are now increasing. The grants have included the supply of more defibrillators, such as to Stillington, and to the cricket club for an all- weather pitch for use by young people.

As we gain experience in making grants, it has become clear that our guidelines need amending. Requesting a grant is still very straightforward meaning that organisations do not spend enormous effort in making an initial request. The grants committee, led by Ian Jackson, may ask for more detail but that is focussed. We do monitor the use of grants and are now asking how the activity will be advertised so that acknowledgement of the role of the Friends can be included. It is

important to try and reach all our communities and the organisations within them.

As ever, I am grateful for the support and hard work of the trustees. We have had some changes over the last year. Our treasurer Bernard Flynn stood down at the end of 2022. We were very fortunate to recruit David Fordham in his place. David has done an enormous amount of work in changing banking arrangements and now our investments. He will explain. But I just want to say thank you to him for undertaking a mammoth task.

Last year I reported that Peter Glossop was standing down as vice-chair but continuing as a trustee. As many of you will know, Peter has been awaiting a bone marrow transplant. This has been delayed as there are still traces of leukaemia in his system but he expects to have the operation this month. He has decided to stand down as a trustee. Peter has been a trustee since 2009 and has been a driving force behind much of the success of the Friends. I want to thank him for all he has done and hope that he will be restored to full health very soon.

Sharon Metcalfe was the staff representative of the hospital for many years. She has now stood down and will be replaced by Jade Barnes, the sister. I would like to thank Sharon for her support for the work of the Friends.

Finally, our secretary Derek McLuckie is standing down as secretary but remaining a trustee. Derek has always been very efficient in overseeing the organisation of the Friends, dealing with the Charity Commission and maintaining our legal records. Above all, he has been very tactful in keeping me under control. I shall miss his polite reminders! We will be advertising for a new secretary but all volunteers are welcome.

I thank you as members of the Friends. The hospital is important to our communities. The hospital occupancy is high but attracting and retaining the correct staff is difficult. We will be assisting Sister Jade with her task of advertising for staff, trying to make it more personally targeted than the generic NHS advert.

#### 4. Previous Minutes

The minutes of the previous AGM held on Tuesday 6 September 2022 were proposed as a true record by Michael Clarke, seconded by Peter Berry and accepted.

#### 5. Matters Arising

There were no matters arising from the previous minutes.

#### 6. Financial Reports and Accounts

The treasurer presented the following report:

Please note that the audited accounts are available on the Friends website.

Donations from funeral memorials and private sources were nearly double the previous year's figure at £12,492. There were only two legacies received in the year. One of £5000 and a further one for £2,879. Our opening funds position was £631,333 across various individual financial institutions. Interest earned in the year on those accounts amounted to £6,438 which is almost double what was received the previous year and reflects the increase in interest rates during the year. As a result, overall income for the year was down on the previous year by nearly £10,000.

There were no significant increases in administration expenses in the year although there was a further payment of £2400 for legal fees in respect of completing the charity's change to a Charitable Incorporated Organisation.

Grants on Community Projects actually paid in the year amounted to £19,284, an increase of 43% on the previous year. In total there were twenty grants paid in the year. The following were single grants in excess of £1000:

Huby Playing Fields	£5000
Crayke Primary School	£2500
Coxwold Defibrillator	£1530
Friends of Springhill Court	£1250
1 <sup>st</sup> Easingwold Scouts	£1000

In addition the charity continues to work closely with EDCCA supporting various local community projects with grants which totalled £4537 in the year.

Expenditure on the hospital's needs for the year was over £5000 lower than the previous year mainly due to reduced garden maintenance costs and a lack of requests for additional hospital equipment. The overall result for the year is that expenditure exceeded income by £8,545.

Turning to the Balance Sheet.

As last year, we also have £100,000 in the financial markets unprotected but that has a value at the year-end of £129,215. We will continue to liaise with our professional advisors on the best placement of these funds.

The Other Accounts totalling £502,513 is in respect of six deposits with various banks and building societies which are held on 90 day terms to achieve higher rates of interest.

At the year end the charity had £622,788 of realisable funds available, a small reduction from the previous year. If the increase in value of the financial market investments were to be included the total value of funds would have been just over £652,000.

We are in the process of moving the bank current account from HSBC to a Lloyds Treasurers Account which will make management of the account much easier.

In addition, the deposits with various banks and building societies are being moved to the Insignis investment platform with Mowatt Financial Planning. This will enable the Trustees to take advantage of the best interest rates available whilst still maintaining full FSCS protection and making management of the funds much simpler.

There were no questions for the treasurer.

#### 7. Proposed Change to the Constitution

The chairman explained the reasons for this proposed change. When FOSMH had been solely concerned with supporting the hospital it made sense for a hospital representative to be a member of the "Officers". Now, although the hospital remains our main priority, we make substantial grants to improve the health and wellbeing of our wider community. We feel that this places an undue responsibility on a member of the hospital staff. In addition, the Charity Commission lays down the qualifications each trustee must meet, especially in regard to financial probity. All current trustees have made a written declaration of their suitability for the role. Not every staff member in the future may be able to make such a declaration.

We therefore propose to remove the requirement for a staff representative to be one of the "Officers" of the Executive Committee. A staff representative will always be invited and welcome to attend executive committee meetings, to keep the close ties between the hospital and the committee intact.

The current constitution reads:

### 12.3. The Executive Committee

- (a) The CIO and its property shall be managed and administered by the charity trustees who shall form an Executive Committee (the “**Executive Committee**”) comprising the officers and other members elected in accordance with this Constitution. The members of the Executive Committee shall be the charity trustees.
- (b) The Executive Committee shall have the following officers:
  - (i) A Chairman
  - (ii) A Vice-Chairman
  - (iii) A Secretary
  - (iv) A Treasurer
  - (v) An Employee Representative of St Monica’s Hospital (together the “**Officers**”)

It is proposed to change this to:

### Proposed New Paragraph 12.3(b)

- (b) The Executive Committee shall have the following officers:
  - (i) A Chairman
  - (ii) A Vice-Chairman
  - (iii) A Secretary
  - (iv) A Treasurer (together the ‘**Officers**’)

The chairman asked the meeting to approve this change. It was proposed by Martin Whillock, seconded by Lorraine Boyd and unanimously accepted.

The secretary will apply to the Charity Commission for the change to be accepted.

### 8. Appointment of an Independent Examiner.

The treasurer asked that Hunter Gee and Holroyd should continue as our independent examiner, having given excellent service to date. This was proposed by Chris Peel, seconded by Branda Clarke and approved.

#### 9. Election of the Executive Committee

The meeting unanimously approved the appointment of David Fordham as the new treasurer.

The meeting noted the resignation of Peter Glossop as a trustee.

The secretary said that under the constitution one third of trustees, chosen from the longest serving, must stand down but were eligible for re-election. This year those standing down were Jenny Rhodes, Graham Pratt and Ian Jackson. As there were no new applications to become trustees, he invited the meeting to approve their reinstatement. This was agreed unanimously. The trustees for the coming year are therefore:

David Kenworthy	Chairman
Jane Wintermeyer	Vice- Chairman
David Fordham	Treasurer
Derek McLuckie	Secretary
Michael Clarke	
Jenny Rhodes	
Terry Saeedi	
Lorraine Boyd	
Graham Pratt	
Ian Jackson	
Peter Berry	

#### 10. Any Other Business

Christine Cookman said she was pleased that patients had weekly access to a hairdresser. She was reassured that pedicure and manicure treatments were also available.

Martin Whillock moved a vote of thanks for the trustees' hard work, particularly the new treasurer.

The chairman invited all to attend an Open Coffee Morning, being held in the Galtres Centre on Saturday 30 September, starting at 10.00 am. This was being advertised locally and to all friends.

#### 11. Date of Next Meeting

Before the Covid pandemic, AGMs had been held in June. Holding it in September meant that the reported accounts were well out of date. It was hoped that for 2024, a date in June would be announced later this year.