

THE LEAGUE OF FRIENDS OF ST. MONICA'S HOSPITAL, EASINGWOLD

Minutes of the Annual General Meeting

Held on Tuesday 7 May 2024, in the Galtres Centre, Easingwold

1	<p>Apologies Trustees: Michael Clarke, Terry Saeedi Members: Kate Barugh, Brenda Clarke, Ian Gibbs, Joyce Hughes, Janet Johnston, Judy Muir, Chris Peel, Susan Rinaldi-Butcher, Walter Rinaldi-Butcher.</p>	
2	<p>Present Trustees: David Kenworthy (Chair) (DK), Jane Wintermeyer (Vice Chair) (JW), David Fordham (Treasurer) (DF), Graham Pratt (GP), Peter Berry (PB), Jenny Rhodes (JR), Lorraine Boyd (LB), Derek McLuckie (DMcL), and Angela Bussey (Secretary) (AB). Members: Pauline Barrow, Christine Cookman, Anne Dulling, Jenny Gibbs, Peter Glossop, Claire Kenworthy, Neil Madden, Gillian Michelson, Martin Ramsay, Joan Ramsay, Helen Sykes, Martin Whillock.</p>	
3	<p>Welcome and Chairman's Introductory Remarks</p> <p>The Chair welcomed everyone to the meeting and gave the following report:</p> <p>First, a thank you to David Fordham, our treasurer, the auditors and Angie Bussey, our secretary. In past years our AGM has been in September. When we changed our financial year to January to December, an AGM in September meant that the next year was almost over. This year, the stops have been pulled out and we can report on a year that is still, just about, in everyone's mind. 2023 has been a consolidation year – just getting on with the business, with many successes.</p> <p>I told you last year of Jade Barnes' (Sister in charge) desire to improve the wellbeing of patients through the provision of toiletries and a hairdressing service. Jade's focus on comfort and rehabilitation has continued and this year the Friends will provide patient admission packs. An addition to improve the ambience of the hospital is the provision of fresh flowers in the entrance hall by a volunteer, Pauline Barrow. We have provided two new recliner chairs for the use of patients.</p> <p>An inspection of the hospital last year raised the issue of a lack of a staff rest room. The Friends have furnished a spare room for use by the staff and provided a television.</p> <p>Those of you who may have visited the hospital will have seen that it is now very well used. There is a high occupancy rate which, of course, means that the hospital is more cost efficient. However, that puts pressure on staff. Two new overseas nurses were recruited and have settled in well. The Friends provided them with a washing machine and fridge for their home to encourage them to remain in the area.</p> <p>The York and Scarborough Teaching Hospitals NHS Foundation Trust has developed a plan for end of life or palliative care called the Autumn Project. The idea is to make the surroundings for both the patient and their family, who may stay with them, less clinical. The palliative care suite has been redecorated, funded by the Friends and new furniture and fridge installed. Another room that is used for palliative care has also been refurbished. For this room, local artist, Julie Midsummer, volunteered to design and paint a mural on one wall. This was publicised in the Advertiser.</p>	

	<p>Grant making has been central to our work outside the hospital. A list of grants made is shown in the Annual Report. Of particular note is the decision to fund the Frailty Study. Dr John Morris has been examining how best to prevent the elderly from catastrophic health failure which often leads to admission to hospital and has devised a screening programme. The Comprehensive Geriatric Assessment is time labour intensive (average 2 hours per patient) and for optimal effectiveness requires a diverse multidisciplinary and multiagency approach. This could include GPs, geriatricians, nurses, pharmacists, physiotherapists, occupation therapists, social care and the voluntary sector. The Friends have agreed to fund this project for two years to prove the concept and to make the case for these assessments to become the norm in this area, if not further afield. The project will cost the Friends £96000 over the two years but the improvements in the quality of life for elderly residents and the potential savings in hospital costs and in-patient time should be enormous. The assessments are being carried out at St Monica's, the first, last week.</p> <p>And now, news hot off the press. Volunteers are back. Volunteering at St Monica's stopped during Covid and afterwards, the conditions under which volunteers were to work and the age of volunteers meant that many declined to return. Volunteers now require DBS checks and full training before working in the hospital. Working with the volunteer team from York hospital, Jenny Rhodes and Jane Wintermeyer have produced a training programme, a handbook and undertaken training to become DBS checkers. Jade Barnes has designed an induction programme and the first volunteers started last Friday. More volunteers are needed. Although the regime sounds daunting, it has been designed to be as friendly and enjoyable as possible.</p> <p>I mentioned in the Annual Report that a review of NHS premises in this area was under way. The trustees have been closely involved and have had meetings with the Trust director for property services and are waiting for a meeting with the chair of the Trust and the Director of Finance. Our view is that St Monica's is an enormous benefit to both our communities and to the NHS. The staff and the Friends receive many messages of thanks from families for the care shown to their relatives in St Monica's. We must do our best to safeguard this precious asset.</p> <p>Finally, I would like to thank the trustees for their hard work and support during the year, in particular, Derek McLuckie who has stood down as secretary but remains a trustee. With the staff at the hospital, we have a great team dedicated to making St Monica's special as well as looking outwards and improving the health and welfare of our communities.</p>	
4	<p>Previous Minutes</p> <p>The minutes of the previous AGM held on Tuesday, September 5th, 2023, were proposed as a true record by Christine Cookman, seconded by Claire Kenworthy and approved.</p>	
5	<p>Matters Arising</p> <p>7.1 Proposed Changes to Constitution</p> <p>The accepted change to the constitution removing the requirement of a staff representative to be an Officer on the Executive Committee has been accepted by the Charity Commission.</p> <p>10. AOB</p> <p>The Open Coffee Morning was a great success. Angie Bussey attended this meeting and subsequently was recruited to replace Derek McLuckie as Honorary Secretary when he stepped down from the role in January 2024.</p>	

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Financial Reports and Accounts

6.1 The Treasurer presented the following report.

Please note that the audited accounts will shortly be available on the Friends website.

Donations from funeral memorials and private sources were nearly half the previous year's figure at £7,779. There was only one legacy received in the year amounting to £10,000. Interest earned in the year on the various deposit accounts amounted to £14,520 which is almost double the amount received the previous year. As a result, overall income for the year was up on the previous year by nearly £6,000. Administration expenses in the year were 40% down on the previous year due mainly to there being no further legal fees in the year.

Grants on Community Projects actually paid in the year amounted to almost £32,000, an increase of 60% on the previous year. In total there were twenty grants paid in the year. Expenditure on the hospitals needs for the year was in excess of £21,000, a significant increase on the previous year mainly due to garden maintenance costs and the purchase of hospital equipment in the form of two special chairs requested by the Sister-in-charge. The overall result for the year is that expenditure exceeded income by £24,536.

Now we come to the Balance Sheet. As last year, we also have £100,000 in the financial markets unprotected but they had a value at the end of 2023 of £140,222. The current value of this investment is almost £144k. We will continue to liaise with our professional advisors on the best placement of these funds.

The Other Accounts totalling £446K is in respect of six deposits with various banks and building societies which are held on a variety of terms varying between instant access and 6 months fixed term, These are currently earning an average interest in excess of 5% per annum.

At the year end the charity had £598,252 of realisable funds available, a small reduction from the previous year. The move from HSBC to Lloyds Bank was completed in the Autumn and the new accounts are much easier to operate with full online banking facilities available. The various bank and building society deposits held at the end of 2022 have now been consolidated on the Insignis investment platform through Mowatt Financial Planning and as previously mentioned we now have access to some of the best interest rates available. This is reflected in the increased interest received during the year. With the exception of financial markets investment, we are careful to ensure that all other accounts remain FSCS protected.

6.2 Approval of Investment Advisors

The Treasurer recommended that Mowatts Financial Planning continued as the professional advisors for investment of funds. This was proposed by Martin Whillock, seconded by Christine Cookman and approved.

6.3 Questions for the Treasurer.

6.3.1 Investments

Martin Ramsay asked how we have assessed the level of risk of the £100k investment. The Treasurer explained that we have taken advice from Mowatts on the matter.

	<p>6.3.2 Frailty Project</p> <p>Martin Ramsay asked if there were any studies to examine the progress and outcomes of the Frailty Study, which will cost £96k over 2 years. The Treasurer explained that billing for the project would be on a monthly basis. He then handed over to Trustee Lorraine Boyd who explained that she was the FOSMH contact for the Frailty Project board. This is a falls prevention project involving a multidisciplinary team, led by Dr John Morris. We have had full sight of the Project Plan, with the project now in place and have received the relevant assurances that there is good governance supporting the project. There has been an initial trial and ongoing effectiveness will be measured. Metrics are to be set by the Project Group and reported back to the Executive Committee as evidence on a quarterly basis. It is well understood by the project team that any developments moving forward are funded only for services provided at St Monica's.</p> <p>Neil Madden asked if this was for St Monica's patients only. Lorraine clarified that the project was to identify patients and provide support to those at high risk of frailty, currently registered across the Primary Care Network. Patients from the area will attend St Monica's for the service as outpatients. The aim was to prevent falls and thus prevent patient admissions into the NHS.</p> <p>The Chair emphasised that this was the largest project that we have undertaken, and we will mitigate and accept risks accordingly. We have reports that the project is delivering already, and we are looking forward to the first quarterly report from the team. There were no further questions from the floor.</p>	
7.	<p>Appointment of an Independent Examiner</p> <p>The Treasurer asked that Hunter Gee Holroyd should continue to be appointed as independent auditors having continued to give excellent service. This was proposed by Derek McLuckie, seconded by Ian Jackson and approved.</p>	
8	<p>Election of the Executive Committee</p> <p>The Vice-Chair explained that at each AGM one third of trustees (4), including those longest serving, must retire but are eligible for re-election. The three longest serving members were Lorraine Boyd, Michael Clarke and David Kenworthy. Derek McLuckie also retired. All wished to be re-elected. The re-appointments were proposed by Martin Whillock and seconded by Christine Cookman. This was approved and these members of the Executive Committee were duly re-elected.</p>	
9.	<p>Any other business</p> <p>9.1 The Chair explained that as we have been so very fortunate to raise significant funds over the last few years, and we have provided funding not only for St Monica's Hospital but for local health and well-being projects.</p> <p>We have recently approved a Grant Making Policy which provides over-arching guidelines, but we need to consider this in more detail when applying the policy in practice. We have found ourselves often having to make difficult decisions. These include parameters around who we donate to, what conditions should we refer to in our decision making. It is difficult to find the balance and we need to consider what key performance indicators should be applied to each project.</p> <p>The Chair invited the audience to give some thought and comment on who we should give funds to and what the conditions should be. The Chair provided the following information for consideration:</p> <p>We often find that people/organisations come to us as their first port of call because we are seen as being cash rich. It is not widely known that we have set aside £250,000 as a</p>	

	<p>contingency fund in case we need to invest in St Monica's in the future. In addition, we find that organisations do not try other more appropriate local and national funding sources first e.g. Sport England. Where we can, we signpost people to these organisations. We have debated whether we should provide funding for buildings and for individuals who wish to take a payment for their own salary out of our funding. The Charity Commission does not support funding to sole traders.</p> <p>Martin Whillock asked if we had investigated what other charities do. The Chair explained that we found that other hospital charities only give to the hospital and in addition, have far less funds than we do.</p> <p>Lorraine Boyd explained that FOSMH had received two very large legacies in recent years, but it is very unlikely that this will be repeated so we must assume our income is going to decrease.</p> <p>Helen Sykes agreed that we were right to be cautious and said that people should be encouraged to source their funding from other organisations first. She supported the view that individuals should not be drawing a salary from funding provided for a service or project. Others agreed.</p> <p>The Chair explained that we had recently joined the Yorkshire Funders to think, share, learn and act alongside other fundraising organisations to be more effective and boost our impact as our guiding principle was to benefit people in the local area. As this whole matter required further thought and was complex, members were invited to send feedback to him or to Angie Bussey via the website email.</p>	
10	Date of next meeting. TBC	

DRAFT FOR APPROVAL