

# LEAGUE OF FRIENDS OF HALSTEAD HOSPITAL LTD

Charity Number: 1121313

Meeting held at the United Reformed Church, Kings Road, Halstead

Tuesday 22<sup>nd</sup> May 2018 @ 7.00pm

## 50<sup>TH</sup> ANNUAL GENERAL MEETING

### Present:

#### Members

Mr G Courtauld (President)  
Mrs J A Pell (Chairman) (JP)  
Dr A J Symington (Vice Chairman) (AS)  
Mr A R G Green (Treasurer) (AG)  
Mrs E S Self (Secretary) (ES)

#### Committee

Mrs J Anbouche  
Mrs B R Bragg  
Mrs B K Couch  
Mrs S J Evans  
Mrs R A Gage

#### Committee

Mrs L M Jackson  
Mrs J Lowrie  
Mrs D Peglar  
W E G Pell  
Mrs J Wright

### In Attendance:

Mr Richard Hartwell, Practice Manager at the Elizabeth Courtauld Surgery in Halstead  
Mr Malcolm Peglar

### 1. Welcome by the Chairman

### Action by:

The Chairman welcomed everyone to the meeting and thanked them all for coming. Unfortunately, although the Annual General Meeting (AGM) had been advertised in the Halstead Gazette and on Facebook, plus posters distributed across the town no members of the public were present.

### 2. Apologies for Absence

Apologies were received from Mrs G A Cook, Mr A H Frost and Mr R Waters.

### 3. Minutes of the AGM held on 16<sup>th</sup> May 2017

The Chairman read the minutes of the last AGM to the meeting and during Item 8 - Election of Officers/Committee accentuated the Halstead Hospital League of Friends (LoF) being in its' 50<sup>th</sup> year and the importance of its' function to Halstead and the local community.

The minutes were moved by Mrs S Evans, seconded by Mrs J Wright as a true and accurate record. Motion carried and minutes signed by the Chairman.

There were no matters arising.

The Chairman referred to the ongoing negotiations between the LoF and the NHS that commenced in April 2018, and recorded thanks to our Vice President, Mr A Frost for his help.

Mrs Pell continued to report she had recently spoken with Ms C Russell of the Mid Essex Clinical Commissioning Group (CCG). The new measures being

**Action by:**

introduced by the CCG will result with more clinics being held and it was noted that Ms Russell wished to meet with the LoF's in the future to discuss plans for this area.

#### **4. Chairman's Report**

The Chairman summarised her report for year-end 31<sup>st</sup> December 2017 (Page 1 of Annual Report).

The overall achievements of the LoF's for Halstead Hospital, at this 50<sup>th</sup> AGM were commended.

Mrs Pell referred to highlights during 2017, including the continued support from staff at Solar; the Rotary Club choosing the LoF as one of its' chosen charities; the successful Clay Pigeon Shoot arranged by Graham Boyes; the Annual Quiz by Linda Jackson; and 'The Rocketeers' on their Two Ball Rally across Europe.

A local volunteer, Steve Stares (a Health & Safety advisor), had taken over regular maintenance and records for the defibrillator based on Halstead High Street at Saffron Building Society (who will undertake the daily checks).

Most significantly over the past year, the Chairman considered, was the pressure put on the NHS by the LoF's to achieve the recent negotiations, and bring towards fruition the planned building of the Garden Room, and to formalise the outstanding leasehold issues.

#### **5. To adopt the Accounts for 2017 presented by the Treasurer and to receive the Auditors Report.**

Mr Green presented the Report, audited by Seago & Stopps as 'true and fair'.

The Financial Statement (Page 8) reported Income of £132,000 including Donations and Legacies from Mrs M Dowdall, Mrs M Faulconbridge and Mrs M Stewart. Fund raising of £2,182 had been realised for the Quiz Night and Clay Pigeon Shoot.

Expenditure of £47,000 included purchases of a Rotunda (helps patients get out of bed and stand), Physiotherapy equipment, Play equipment and a baby changing facility. Therefore, a Net Income of £85,483, was recorded.

At the close of year 2017 a total amount of £357,973 was in the Bank Accounts - Lloyds Current Account £65,000, Lloyds Deposit £216,000, the Saffron Building Society held £32,000, and COIF £45,000.

Mr Green reported that himself and the Chairman, Mrs Pell had recently visited Optimum, an Independent Financial Advisor for advice on short-term investment. Using these facilities will involve a charge, and relevant information will be provided to Members to consider, and an item placed on the next agenda.

**ES**

**Action by:**

The LoF President, Mr G Courtauld advised the meeting of the Essex Community Foundation as another source to explore on investment issues. The Treasurer will investigate this proposal.

**AG**

Some Members advised that the Annual Accounts and Reports had previously contained a list of those legacies over £100,000.

It was **agreed** that this information be included within the Report of the Trustees (Pages 2-4) before the Accounts are submitted to the Charities Commission and Companies House.

**AG**

The Adoption of the Accounts (with amendment) was proposed by Mr G Courtauld, seconded by Mrs S Evans and motion carried

The Chairman extended thanks to Mr Green for his report.

The Chairman, Mrs Pell, reminded the meeting that the accommodation at the United Reformed Church was provided at 'no charge', and requested a 'Thank you' letter to be sent.

**ES**

## **6. Election of Auditor**

Mrs Pell made reference to a letter received from the LoF's auditors, Seago & Stopps, dated 14<sup>th</sup> May 2018, advising their decision to step down at the conclusion of this AGM.

The Secretary was requested to acknowledge Seago & Stopps letter and extend thanks for the efficient, good value service received by the LoF's over numerous years.

**ES**

Following discussion it was proposed by Mrs S Evans, seconded by Mrs R Gage/ Mr W Pell, that the Treasurer, the Chairman and the Vice Chairman be delegated to pursue the appointment of new Auditors for the LoF's. Motion was carried. **AG/JP/AS**

## **7. To elect the following Executive Officers: Chairman, Vice Chairman, Secretary, Treasurer, Company Secretary and the appointment of Directors/Trustees**

**Chairman:** Mrs Pell nominated Dr A Symington, this was seconded by Mrs S Evans and Mrs B Couch. Motion carried.

**Vice Chairman:** Dr Symington nominated Mrs Pell, this was seconded by Mrs S Evans. Motion was carried.

Both Dr Symington and Mrs Pell complemented each other on their successful team-working partnership, and looked forward to continuing this arrangement.

Dr Symington commended Mrs B Couch for the 'fantastic job' she does for liaison with the hospital, and bringing issues to the League's attention.

Any other nominations from Halstead Hospital would be welcomed, to support the link already in place with Mrs Couch.

It was noted that Mr Richard Hartwell, the Practice Manager; with Dr Daniela Kreis will provide closer liaison with the Elizabeth Courtauld surgery.

**Action by:**

**Secretary:** Mrs Pell nominated Mrs E Self, this was seconded by Mrs R Gage. Motion carried.

**Treasurer:** Mrs Pell nominated Mr A Green, seconded by Mrs R Gage. This motion was carried.

The position of Company Secretary was no longer a legal requirement, and will be omitted in the future.

**AG**

The three-year term of five Trustees was complete, and following their agreement to re-stand

Mrs J Anbouche, Mrs B R Bragg, Mrs B K Couch, Mrs L M Jackson and Mrs D Peglar, were nominated by Mrs S Evans, seconded by Dr A Symington. All in favour.

The remaining Trustees, following their agreement to remain, were nominated en-bloc by Mrs Pell, seconded by Mr A Green, to be re-elected:-

Mrs G A Cook, Mrs S J Evans, Mr A H Frost, Mrs R A Gage, Mr A R G Green, Mr D Holmes, Mrs J A Pell, W E G Pell, Dr A Symington and Mrs J J Wright.

Mrs J Lowrie and Mr R Waters to remain as Committee Members only.

## **8. Election of President and Vice President**

The three-year term of office of the President and Vice President of the LoF's was also at an end. Mr G Courtauld stated he was 'happy to stand again'; and Mr A Frost had indicated to the Chairman that he, also, was willing to stand.

It was moved by Mrs Pell, seconded by Mrs Evans, that

Mr G Courtauld be President and Mr A H Frost be Vice President.

This motion was carried.

Mr Courtauld addressed the meeting and gave thanks to Mrs Pell for her kind, efficient 'never forgetful' manner. He continued to welcome Dr Symington as new Chairman, and thanked everybody for their commitment to the LoF's; and looked forward to the interesting, exciting things possible in the year ahead.

Mr Courtauld advised that it was great to be connected with Halstead Hospital in memory of his aunt, Elizabeth Courtauld, who had to go to Belgium to become a Doctor in 1901. She worked with the Scottish Women's Hospital during the First World War, in France and Serbia; and Mr Courtauld recalled a letter from her reporting the amputation of six legs in intermittent gaslight.

## **10. Date of Next Standard Meeting**

The next meeting will be held on Tuesday 24<sup>th</sup> July 2018, at 7.00pm in the League of Friends Room at the Rehabilitation Centre.

The meeting closed at 7.45pm