



## **Minutes of Meeting – Monday, 27<sup>th</sup> April 2009**

**Tyne Youth & Community Centre, Chirside House, Mariners Lane, Tynemouth NE30 4AT.**

### **MINUTES**

#### **1. WELCOME AND APOLOGIES FOR ABSENCE**

**Present:** Barrie Braidford (Chairman), Derek Airey, Judith Burgess, Graham Marsh, Joan Whitney, Brian Wood and Adrian Woodcock.

**Apologies for absence:** Alf Brown, Jim Carlin and Janet Long.

#### **2. Minutes of previous meeting**

Graham Marsh proposed that the minutes be accepted as a true and correct record. Brian Wood seconded this motion.

#### **3. Matters arising**

- Graham informed the committee that he has now received his CRB certificate and all is in order.
- Barrie told the committee that, after further consultation with Sid Lamb, the caravan is not for the exclusive use of the FHLTA but it can be used by our members, free of charge, when it is available. He went on to say that he has informed Tessa Gibson, one of the Transplant Social Workers of this and she in turn will liaise with Julie Flett who is Sister on the Children's Heart Unit.

#### **4. Games report**

- Graham informed the meeting that to date there are 26 competitors attending the British Transplant Games in Coventry and 12 supporters. There are 6 forms outstanding. Anyone who wishes to attend should have their forms in by 4<sup>th</sup> May otherwise they will not be able to attend.

#### **5. Children's report**

- As Janet was unable to attend the meeting there was no official report but Janet had emailed Graham saying that next years (2010) Children's Indoor Games are to be held in either Newcastle or Sunderland during May Bank holiday weekend.
- Given this information we should be able to incorporate this with the Children's event for the 25 years celebrations.

## **6. Accounts**

- Barrie, Joan and Janet recently attended a meeting with our accountant and he has suggested that we should take out Public Liability Insurance to safeguard ourselves.
- A vote was taken and it was agreed unanimously that we should go ahead with this.
- Barrie agreed to get two more quotes before proceeding.
- The accountant has also suggested that we become a Company Limited by Guarantee.
- Once again a vote was taken on this and it was agreed unanimously that we should go ahead with this.
- The accountant has agreed to do all the work on this for a fee of £500.
- Judith agreed to write to all the members informing them of our decision and requesting that if anyone has any opposition to this they should inform her in writing within 14 days from the date of the letter.
- It was agreed that after this date, if no-one has opposed the decision, Joan should contact the Accountants to ask them to start the process.
- Given these decisions, we have taken the financial decision to leave our money where it is for the present time. This will be reconsidered in line with what we know to be the financial situation at the time on a regular basis and we will take advice from the accountant when and where necessary.
- Joan informed the meeting that there is approximately £15,000 in the Treasurer's account.

## **7. 25 years celebrations**

- Jim Carlin has expressed his concerns, by email, over having a Golf Day as he feels the celebration should be for all patients and staff.
- Graham went on to say that there would be two parts to the day, these being:
  - A Golf tournament for whoever wishes to enter, not just transplant patients, followed by a meal.
  - An evening celebration at Tynemouth Golf Club which would consist of some form of meal and entertainment.
- The Golf club can cater for up to 150 people so tickets would firstly be sold to our members/staff but after a period be opened up to the General Public .
- A provisional date was set for Friday, 14<sup>th</sup> May 2010. Graham is to confirm this with the Golf Club.
- Graham suggested that he book a table for Lunch at the Golf Club for 10 people at 13.00 after the next meeting to enable us to have a look around the Golf Club and its facilities.

## **8. Any other business**

- George Moore is having a stall to raise money for the FHLTA and Barrie has given him some articles to sell.
- As David Hunt has not attended the last few committee meetings it was agreed that Judith should write to him, to ask if he still wishes to remain on the committee.
- Judith told the committee that when she last stayed in the flats there were no cups or mugs.
- It was agreed that Derek should buy some new mugs send the receipt to Joan for reimbursement.
- Derek agreed to monitor the flats on a monthly basis.
- It was agreed that Brian should liaise with the 'Corner House Hotel' to ask if they could give us a deal on prices for rooms, should any of our members wish to stay there rather than in the flats.

## **9. Date of the next meeting**

Monday, 8<sup>th</sup> June 2009 at 11.00 a.m.