

## FRIENDS OF BRIGHTON & HOVE HOSPITALS

### MEETING OF THE BOARD OF TRUSTEES

Held on Friday 22<sup>nd</sup> October 2021 10am at Hove Club

#### MINUTES

PRESENT:	Glynn Jones (GJ)	Chairman
	Howard Kidd (HK)	Treasurer
	Janet Flint (JF)	Vice Chair
	Chris Rendel (CR)	Vice Chair
	Suzy Horne (SH)	Office Manager
	Katy Wells (KW)	Fundraiser
	John Austin (JA)	Rose McColl (RM)
	Robert Griffiths (RG)	Debbie Reeder (DR)

1. (i) **Apologies for Absence**

Apologies from Muna al-Jawad, Emma Church, Pam Hayward, Imran Yunus.

(ii) **Declaration of Pecuniary Interest in the business of the meeting:** None

2. **Minutes of meeting held on 16<sup>th</sup> July 2021**

(i) Minutes of the Board meeting held 16<sup>th</sup> July 2021, previously circulated, were approved.

3. **Hon Treasurer's Report**

HK ran through the Profit & Loss and Assets & Liabilities Statements (previously circulated) for Trustees. Figures are broadly as anticipated. Legacies remain a significant possible income stream but sadly there are no new legacies to report.

The Milam legacy earmarked for Cancer Services remains as an asset. Sarah Westwell has not responded to communications from GJ about future opportunities for this legacy.

CR has spoken to MAJ about developing new ideas for this funding with a strong patient focus. This reflects Trustees approach to supporting projects that have a direct beneficial impact on patients. MAJ will report back.

4. Reports from Sub-group Chairs:

**Executive Group:** 14<sup>th</sup> September 2021. Minutes circulated and approved.

**Marketing Group:** 21 September 2021. Minutes circulated and approved.

4b (i) **Fundraising and Events:**

**Wilbury Street Party:** £563.33 income from event

**A Night of Comedy and Magic** 18<sup>th</sup> October: £500 income from event

**Brighton Soup** 15 October: KW pitched on behalf of the Friends but was not successful. Will try again in 2022.

**Carols by Candlelight:** Wednesday 15<sup>th</sup> December at St George's Church. We are still looking for a choir for this event which is being planned with UH Sussex Chaplain Jo Elliott.

Trustees are asked for Choir recommendations.

Marketing will be focussed via online channels with posters and leaflets produced to support this.

**Sea Swim Challenge 2021 and 2022:** The 2021 Challenge is now ending. A Rampion Wind Farm to Brighton Beach swim is planned for Summer 2022. KW to meet with RNLI and Consultant Vanessa Kahr to plan the event. Fat Boy Slim is donating proceeds from T-Shirt sales to the Friends and will host the swimmers participating in the 2022 Challenge.

**Wine Tasting:** Thursday 2<sup>nd</sup> December, Hove Club with Johnny Ray.

**Fashion Show & Sale:** Feb 2022 (Date tbc). In association with Brighton Girls

**Tennisathon:** Sunday 17<sup>th</sup> July at Hove Park. KW is building local community connections to support this event with Jackie (Friends of Hove Park) and actors Angela Bruce and Ian Kelsey. Volunteers will be needed on the day.

**(ii) Communications**

KW has accepted a continuation of her contract as Fundraiser for a further 12 months.

KW and SH are both trained to update the new website and database.

KW said new connections are gradually being made, momentum building, and followers are increasing on social channels. KW/SH will look at Google analytics data and present to next marketing meeting.

The next newsletter due in early November, will highlight forthcoming events. **ACTION: KW/SH**

**Legacies:** A new legacy leaflet was circulated. This will be signed off by RG and CR and both printed and online versions made available. RG and CR are developing a legacy strategy. **ACTION: RG/CR**

**Small Acts of Friendship Group:**

The 'Peter Orpen Room' End of Life room on Emerald Ward is in use.

A small event to mark the creation of the room will be arranged (with an invitation to Heidi Orpen) once access to the hospital is safe and permitted for all visitors.

CR reported an eighth ward is now benefitting from Small Acts of Friendship (SAF) activities. CR read quotes from patients who expressed their thanks for an opportunity to engage with SAF.

**Volunteering:** *'Volunteering is the lifeblood of SAF'*. CR continues work to develop a robust volunteering action plan and has met with BrightMed *'very enthusiastic.'* HK has spoken to representatives at BHASVIC. RM confirmed Brighton Girls are *'very interested'* in this opportunity. Patrons Michael and Maureen Chowen have pledged a donation for the development of volunteering opportunities for young people. SAF Co-ordinator Paola O'Sullivan will develop the programme and a bursary fund will ensure no-one is excluded from taking part. Planned start date February / March 2022 with 9 – 10 people joining at first.

The issue is that UH Sussex processes must allow these volunteers to be recruited and CR is mobilising every resource to ensure this can happen.

5. **Business Partnerships:** nothing further to report. **ACTION: GJ to talk to EC**

6. **Grant Requests:**

Two requests from Nick McMaster (NM), Sussex Partnership Foundation Trust.

Trustees asked if SPFT Charity 'Heads On' had been approached about either bid.

Trustees would like to see evidence as to how Mill View Hospital has engaged with the patient focussed aims of SAF.

Daily Living Equipment: Trustees wished to know if this is replacement equipment

OT Art and Craft Equipment: Have local specialist suppliers been approached for support for these items?

To contact Nick McMaster for further information. GJ suggested NM be invited to the Executive Group meeting on 7<sup>th</sup> December with updated information. **ACTION: SH**

7. **Meeting with University Hospitals Sussex and Friends Charities:** 6<sup>th</sup> October 2021

CR and SH met with UHSussex Chair Alan McCarthy (AM), Kate Slemeck (previously at the Royal Free Hospital, who joined UHSussex as one of two Managing Directors on 1<sup>st</sup> September 2021), along with Friends groups from across Sussex. CR and Jane Ramage (Friends of St Richards Hospital) asked to see the recently published report on charitable structures within UH Sussex. AM and newly appointed Head of Charity Steve Crumb said a new report on future planning was being prepared for the UHSussex December Board Meeting but accepted Friends Groups, as key stakeholders, should have an opportunity to comment on proposals before December.

Key question for AM from the Friends groups is *'How can we help?'*

CR told Trustees there was potential for huge confusion amongst the public and it was vital to build a workable relationship with the new administration. Friends' groups key strengths are their local understanding and expertise and their agile approach to funding requests.

**Trustee Board meetings 2022:**

Thursday 13<sup>th</sup> January

Thursday 7<sup>th</sup> April

Thursday 14<sup>th</sup> July

Thursday 13<sup>th</sup> October

Signed: \_\_\_\_\_ (Chair) Date: \_\_\_\_\_