

# FRIENDS OF BRIGHTON & HOVE HOSPITALS

## MEETING OF THE BOARD OF TRUSTEES

Held on Thursday 13<sup>th</sup> January 2022 10am at The Hove Club

### MINUTES

PRESENT: Suzy Horne (SH) Office Manager  
Katy Wells (KW) Fundraiser  
Muna AlJawad (MAJ) Howard Kidd (HK) Janet Flint (JF)  
Robert Griffiths (RG) Rosie McColl (RM) Debbie Reeder (DR)  
Chris Rendel (CR)

1. (i) **Apologies for Absence:** Glynn Jones, Emma Church, John Austin  
(ii) **Declaration of Pecuniary Interest in the business of the meeting:** None

2. **Minutes of meeting held on**

(i) Minutes of the Board meeting held 22<sup>nd</sup> October 2021, previously circulated, were approved.

3. **Hon Treasurer's Report**

Profit and Loss statement shows a loss of £36,695.62 for 2021, which is a better position than HK had expected. Includes a one-off cost £10,896 for website and database redesign. Assets and Liabilities statement shows £482,524.50 in bank after deducting unpaid grants from the total in bank. Historic unpaid grants are being reviewed as it is the end of the financial year, and some have expired. A contingency fund will be shown in future statements. Small Acts of Friendship (SAF1) is underspent in some areas due to project closures caused by Covid. The contingency will allow for continued project activities; HK advised SAF will inevitably continue.

4. Reports from Sub-group Chairs:

**Executive Group:** 7<sup>th</sup> December 2021. Minutes circulated and approved.

**Fundraising (Marketing) Group:** 11<sup>th</sup> January 2022. Minutes circulated and approved.

CR: Fundraising focus in 2022 will be to do a few things well. Marketing tools including new website and database are in place. CR to introduce Jane Cunningham to KW, SH and DR: an experienced fundraiser, Jane will focus on mentoring and fundraising strategy and link into the legacy initiative.

**Events currently in planning stage:**

**Fashion Show:** Brighton Girls School on Weds 23<sup>rd</sup> February. School Guild are organising with the Friends as a beneficiary. KW in contact with Guild (Alyssa Woodcock)

**Tennisathon:** Sunday 17<sup>th</sup> July. KW liaising with event organisers / Friends of Hove Park. FBHH is a beneficiary charity.

**Sea Swim Challenge:** Rampton Wind Farm to Brighton Beach date tbc in August / September.

Launch event for this initiative planned for 21<sup>st</sup> April with Dr Mark Harper as speaker. KW to identify venue and plan event. There will only be places for a few experienced sea swimmers to undertake the swim with the Friends supporting the wider fundraising opportunities this unique event brings. Recruitment of swimmers will focus on RSCH staff at first.

**An Evening with Anthony Seldon:** date, themes for the talk and activities for the evening are being planned by KW and the fundraising group.

**Carols by Candlelight:** Wednesday 14<sup>th</sup> December

**Other opportunities:**

Kemp Town Carnival, Saturday 11<sup>th</sup> June

Queen's Jubilee: 2 – 5 June. To liaise with Street Party organisers re: fundraising for the Friends.

**Business Partnerships:** EC: nothing further to report

**Legacies:** Legacy leaflet now available. KW and RG are distributing when meeting appropriate contacts. A strategy is being developed by CR, RG and KW.

**Small Acts of Friendship Group:**

CR to write to Heidi Orpen and Dodgson Foundation (via RG) explaining the delays (due to covid limiting access to the very busy RSCH) to the planned small event marking the creation of the End of Life / Orpen room. CR response will also cover the reasons why the second and third rooms have not yet been completed.

Small Acts of Friendship is now operating on eight wards at RSCH.

Volunteering: RM met with Paola O'Sullivan (SAF Co-Ordinator) to discuss volunteering opportunities at RSCH for Yr 12 students considering a career in medicine. A launch event will be planned to explain the benefits for students; Brightmed already offer opportunities for disadvantaged students.

The pilot will have small numbers. M & M Chowen have offered £2,000 towards a bursary fund to support volunteering. CR to write to the Chowens with an update.

**5. Grant Funding:**

Two funding bids have been received for (i) Pre-Habitation, preparing patients for cancer treatment and (ii) Sarcoma, funding for a dedicated nurse specialist. CR, MAJ have met with Matron Sarah Randall. In respect of the Sarcoma Specialist Nurse bid: most patients diagnosed with a specific cancer have a specialist nurse but with sarcoma patients there is no clear pathway. It is beneficial these patients have signposting to support them with their diagnosis and with lifestyle and financial information if required. There are approx. 20-30 sarcoma patients per year in UHSussex (East) area. GJ has spoken to Dr David Bloomfield who was supportive and recognised this initiative would support learning across Trust cancer services. There is also support from Consultant Kate Lancaster.

Trustees approved funding:

An East based CNS Band 7 0.3 at £13,752 annual cost

An East based Band 4 support worker 0.5 at £5181 annual cost

Total £18,933 per annum.

Contingency of up to a further £4,000.00 per annum

Final total of up to £23,000 a year. **FBHH Grant Reference: 2022/325/UHSussex**

This two-year funding will allow time to set this up and produce evidence of success to allow the case to be made for the Trust to continue funding, and or extend it to the West.

The Friends cannot fund these posts beyond two years, as the Trust will not allow it, so working towards Trust funding must be integral from the outset. It will also allow Friends to demonstrate the success of this funding, which helps further fundraising efforts in an increasingly competitive market.

To be funded from current ear-marked funds for Cancer Services.

**6. Any Other Business**

Chairman GJ had planned to attend the meeting but was isolating following a positive covid test. JF read out a statement from GJ tendering his resignation as Chair from 31.03.2022. The statement is attached to the end of these minutes. Trustees expressed their gratitude for all GJ had done for the charity over his years as Chairman. HK: *'there is never a good time but this is right for GJ.'*

CR then left the room and after a brief discussion, Trustees agreed to appoint CR as Chairman at Friends of Brighton & Hove Hospitals commencing 1st April 2022.

CR returned to the meeting and thanked Trustees for confirming his appointment.

Next Trustee Board meetings: Thursdays 7<sup>th</sup> April, 14<sup>th</sup> July and 13<sup>th</sup> October 2022.

Dates: 10am The Hove Club

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

## Statement from Chairman Glynn Jones

*"I have had the honour and privilege of being Chair of the Friends of Brighton and Hove Hospitals for more years than I care to remember. I have decided the time is now right to move aside and give other people with fresh ideas and new initiatives the chance to determine the future of the Friends in a very changing environment for the National Health Service. Needless to say, as long as I am able and can add value, I am happy to help in any way I can but not as a Board Member or Trustee.*

*I have attempted to contact most of the Board personally to discuss some of my thoughts, but unfortunately in two cases, this has not been possible.*

*Clearly it is a matter for the Board itself to determine who be its next Chair. The Board may wish to consider going out to external advertisement for a new Chair or it could select someone who is already a Board Member who had demonstrated a clear commitment to the work we have been doing, someone who has new ideas and importantly, someone who is prepared to commit the time and energy to get things done.*

*I would like to propose that Chris Rendell, currently one of the two vice chairs, meets these criteria, and has demonstrated both the commitment and the ability to get important projects such as Small Acts of Friendship and others off the ground and running extremely successfully in a way which has demonstrably raised the Profile of the Charity and the work we do.*

*Your Treasurer, Howard Kidd and the other Vice Chair Janet Flint both support my proposal.*

*If the Board accepts this recommendation, clearly it will be a matter for the New Chair to discuss with colleagues' possible roles and responsibilities.*

*I propose that I should formally resign as Chair with effect from the 31st March 2022 which would then allow the new Chair to Chair the next Board meeting of the Friends on the 7th April 2022.*

*Having read this statement out, it may be appropriate for Chris to leave the room whilst the remainder of the Board consider my proposal and, hopefully, endorse it.*

*Once again, my apologies for not being able to be with you."*