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**Minutes: Trustee Board Meeting: Thursday 19th January 2023**

10.00 am The Hove Club

**Present:** Chris (CR) Chair, Janet (JF), Emma (EC), Howard (HK), Debbie (DR), Muna (MAJ), Rosie (RM), John (JA), Robert (RG) Katy (KW), Suzy (SH),

**Apologies:** Janet (JF)

Minutes of the previous meeting held 13th October 2022, previously circulated, will be formally approved and signed at the next meeting.

1. **Accounts Update**

HK talked through the Profit and Loss and Financial Statement of accounts. There was a net loss of £22,943 for the full year 2022 (£36,695 in 2021).

Anticipated out-turn for the year is - £127,296 being the total charitable Funds awarded less net income for the year.

1. **Spending Priorities:**

Bid from Speech and Language Therapy: Therabite Jaw Rehabilitation System.

Following discussions and confirmation the equipment is single use per patient for life, Trustees agreed funding for one Therabite and also for a training video to help future patients.

This was felt to provide best use of funds for on-going and lasting patient benefit.

SH to contact the department and advise of Trustee decision.

Update: 19 January 2023

*Clinical Media have confirmed there will be no costs for the video.*

  The cost of one system + delivery is: £327.44 Grant No: 2023/331/UHSx.

Request for change to funding for Sarcoma Service: CR has spoken to Sarah Randall who is

managing the service and confirmed the additional requested funding of £2,421 is towards a

skilled post to support the development of the business case.

This will also provide stability and help retain and grow the sarcoma service team. It is hoped

UHSussex will approve the business case providing future support for the service.

Previously agreed funding £46,000 (over 2022 / 2023). Additional funding of £2,421 agreed by

Trustees. SH to let Sarah Randall know. To be covered from Ear-marked funds.

Grant No: 2022/325/UHSx.

1. **Small Acts of Friendship (SAF) Update**

CR confirmed UHSussex has agreed the business case to extend SAF to Princess Royal Hospital and Newhaven Rehabilitation Unit. FBHH has already committed £40,000 per year for 2023 and 2024 for SAF at Royal Sussex County Hospital.

Whilst UHSussex has underwritten the funding, SAF remains a Friends project. CR will meet with Steve Crump (SC) (Head of Charity at UHSussex) and other Friends groups as the project is rolled out across the Trust.

A discussion on volunteering followed – CR to follow up points raised with SC.

Three new consultants have been appointed within elderly care including Helen Quinn who featured in the first SAF video made by the Friends. MAJ is writing a short article for the Friends website.

1. **FBHH Priorities for 2023**

CR confirmed 2023 priorities:

- external focus

- fundraising

- all Trustees to be more involved with events than previously

1. **Fundraising Activity for 2023** – dates & details to follow: KW
2. **Events**

Feb – July: Swimming: Talk, film screening and swim

Trustees: EC, DR, RM to work with KW

April / May: Anthony Seldon talk at Girls School

Patrons: Michael & Maureen Chowen; Trustees: CR, RM to work with KW

Later in 2023: Tennis Events, Sponsored Abseil (RG & JA), Wine Tasting, Comedy Night, Carols by Candlelight (KW & SH)

1. **Legacies**

A list of local solicitors / Will writers was circulated. Please advise any additions.

Meeting to discuss arranged for Tuesday 7th February: CR, HK, RG, SH

1. **Business & Partnerships**

Please send any commercial contacts to KW / SH. A list of businesses the Friends have previously had contact with is available and being added to. Business meeting planned.

Business Event planned: Patron Michael Chowen will speak at this.

RG to provide a list of Golf Clubs for circulation to business group.

Trustees: EC, DR, CR, HK working with KW.

1. **Other Activity**

Friends Café: DR is leading a review and update on the Friends Café at the Park Centre for Breast Care.

1. **Communications**
2. New brochure: Please help distribute as appropriate. Copies at the office.

**7. Any other business**

- Practice Development Team are looking at ways to support an apprenticeship scheme and

for international nurses new to RSCH.

- the office has had water ingress during heavy rainfall. RG to provide contact for a builder

(via Rotary)

Next Meeting: Thursday 13th April 2023. Audrey Emerton Building.

**Signed …………………………………………………………………… Date …………………………………..**