

**The Friends of the Princess Royal University Hospital
(Farnborough, Kent)**

Charity Commission registered No. 231071

**Minutes of the Annual General Meeting 2021
This was a Zoom Meeting held on Tuesday, May 25th 2021 at 8pm**

Present:- 23 members had asked for the link and there were 17 members present including Pauline Allard, Clare Allen, Peter Harris, Bernard Jayasundera, Sally Panton, Diane Perry, Wendy Reeves, Pam Thomas, Lyn Wheeler and Emilie Perry.

1. Welcome

Pauline welcomed everyone to the meeting especially Emilie Perry, Director of Operations at the PRUH & South sites. She then introduced the Officers, Trustees and Committee members including Bernard, our webmaster.

2. Apologies

Apologies had been received from Jonathan Lofthouse, Sue Simpson, Leigh Bozdan & Sheila Finn.

3 Approval of the minutes of the AGM held on June 4th 2019

The minutes had been circulated to everyone. Sally Panton proposed and Peter Harris seconded that the minutes should be approved and everyone agreed.

4. Matters Arising

There were no matters arising.

5. Chairman's Annual Report

This had been written at the end of March and had been circulated to all the members.

Pauline added that her overriding thought was how fortunate we have been as a charity during this last difficult year and she wished to inform everyone of two very recent projects:-

Since writing the report we took part in the Captain Tom 100 Challenge and, at short notice, set out to collect 100 small gifts to be sold on a future stall. We thank Dean Wilson who agreed that his premises in Locksbottom could be used as a collection point. The response was amazing and well over 100 gifts were donated.

Also very recently, we agreed to support the refurbishment of the Medical Wards at the hospital and upgrade them to a higher standard than the basic upgrade costs which the hospital are obviously funding. This will make them all dementia friendly and we are donating £15,000 initially and have asked for itemised costings before committing to a potential further £15,000. Working with the hospital we will be launching an appeal

for donations from the community and local organisations and we are hoping for a successful outcome.

Pauline thanked the trustees & committee members, our band of helpers and the hospital staff, particularly Debbie Hutchinson, Rob Chidlow, and Rachel Harrington for their support. She also thanked Brenda Parsons from Orpington Satellite Rotary for her help and the use of her Zoom licence during this very difficult year

6. Accounts for the year ending March 31st 2021

The accounts had been circulated to all the members and the total funds at the year end were £128,650. Sally reported that, although we had not been able to carry out our usual fundraising events, we had still managed to raise over £4,000 mainly by digital means such as online booksellers, email marketing and online initiatives. Bernard Jayasundera, our webmaster, has also helped to promote us on Facebook, Just Giving, Paypal, Amazon Smile and Text to Give. £30,000 has been received in donations, mainly from local Rotary Clubs, our members & other groups and grateful members of the public. Around a third of these donations were specifically for Covid 19 projects such as food and toiletries for the staff and activities for patients who were not able to have visitors.

Sally explained that our policy is to spend no more than one third of our unrestricted funds each year so, as there had been very few requests from the hospital apart from those related to Covid, we have decided to use some of last year's funds to put towards our main project for this year. This is to assist the hospital with their current renovation and help to bring all the medical wards up to a dementia friendly standard.

Sally thanked Paul Denby for his help, advice and patience and paid tribute to Pauline for her hard work, much of it single handed, and her encouragement which has helped us all to keep going during the pandemic.

In answer to a question "Is the change of banks working well?" Sally replied that it was working well and being able to access the account online was very helpful. She explained that a lot of organisations were offered an incentive to move to the Co-op Bank or Metro.

Wendy Reeves proposed that we approve the accounts, Clare Allen seconded this and everyone voted in favour. Pauline then thanked Sally for all her work.

7. Election of Chairman, Vice Chairman, Treasurer and Secretary

All the officers were happy to remain in position and this was proposed by Diane Perry and seconded by Lyn Wheeler. Everyone voted in favour.

8. Election of Trustees

In addition to the officers Clare Allen and Peter Harris were already trustees and Sue Simpson had also agreed to be a trustee. This was proposed by Sally Panton and seconded by Pam Thomas and all members present agreed.

9. Appointment of an Independent Examiner to the accounts

Paul Denby had agreed to continue as the Independent Examiner and this was proposed by Pauline Allard and seconded by Peter Harris. Paul was asked about his background and replied "Accountancy" and everyone voted in favour.

10. Update on the hospital

Emilie Perry, Director of Operations, spoke to us because Jonathan Lofthouse was unable to attend as he was On Call. She explained that she had joined the hospital staff 3 months ago after working at St George's Hospital. It had been an unusual and challenging year but since the end of March the hospital has been getting back to normal with all the wards and theatres open as usual. A complete refurbishment of the Medical Wards is taking place and Medical 1 has now been completed. Other wards will be refurbished one by one. The new Staff Wellbeing Hub in a courtyard will be a permanent feature and Emilie thanked us for our support for this. There will be three additional endoscopy theatres on the PRUH site and the Frailty Assessment Unit behind A&E should open in June. There will be five assessment rooms where patients can be seen by geriatricians and there will be additional spaces for Mental Health patients. Patients for radiology can now be scanned at weekends. It is hoped to enlarge the existing car park and there is a planning application for 200 extra spaces.

Emilie answered three questions:-

Question - Will the Frailty Assessment Unit supplement the one in Orpington?

Answer - The PRUH unit will assess A&E patients to enable them to return home immediately if possible.

Question - Can you explain the financial situation at the hospital?

Answer - There have been some additional Covid related costs but we are trying to manage the hospital in a cost effective way and there has been significant capital investment in the past 12 months such as expanding frailty care and increasing the number of endoscopy units.

Question - Are there any patients yet in Medical 1 after the refurbishment?

Answer - Patients will be admitted to Medical 1 after the Bank Holiday weekend and then a 30 day programme of refurbishing all the Medical wards in turn will start and we will hopefully be prepared if any ripple or wave of Covid patients occurs again.

There were no further questions and Pauline thanked Emilie for her very comprehensive report.

11. Any Other Business

Pauline mentioned the link on our website for the Orpington Literary Zoom event on Friday, 28th May when Molly Case will talk about how she combines her work as a nurse and author and read some of her poetry. She also encouraged members to nominate us on the Movement for Good website.