

**MINUTES OF THE 37th ANNUAL GENERAL MEETING**  
**of the**  
**NHS RETIREMENT FELLOWSHIP**  
**held at 10.00hrs at**  
**EASTWOOD HALL HOTEL, NOTTINGHAM on**  
**SATURDAY 25 NOVEMBER 2017**

**Present**

Margaret Moffat	Vice Chairman	Paul Farenden	Honorary Treasurer
Chris Kitchin	Trustee	Wendy Lindley	Trustee
Mik Webb	Trustee		
Ethel Armstrong	Patron	Ken Jarrold CBE	Patron
Vic Griffiths	Vice President		

National Council, Postal and Branch Members

**In Attendance**

John Rostill OBE, Chief Executive	Hilary Robb, Development Officer
Anthea Graham, Operations Coordinator	Kay Robinson, Finance and Membership Secretary
Sherry Smith, Fellowship Administrator	

The Vice Chairman convened the 37th Annual General Meeting at 10.00 hrs and welcomed the members attending. She reported that the Chairman, Audrey Harris was unable to be present due to the hospitalisation of her husband.

**1 Apologies**

Apologies for absence had been received from trustees, Audrey Harris, Danny Mortimer, Clare Panniker, David Paterson, Mercedes Madden

**2 Minutes of the 36th Annual General Meeting held on Wednesday 30 November 2016**

The Vice Chairman asked that the minutes of the 36th Annual General Meeting be accepted. Grace Clark proposed and Lorraine Taylor seconded the motion; this was endorsed by the delegates and the minutes signed by the Vice Chairman.

**3 To Appoint a Chairman and Vice Chairman of the Fellowship**

In the absence of the Chairman, the Chief Executive John Rostill proposed that the agenda item to appoint a Chairman should now be taken. The trustees nominated Margaret Moffat to be Chairman of the charity. Pat Oliver proposed and Grace Clark seconded this motion that was approved by the members. Past Chairman, Cynthia Matthews presented the Chairman's collar to Margaret Moffat.

The new Chairman paid tribute to Audrey Harris, for her chairmanship of the Fellowship during a busy and challenging time. She reported that the Board of Trustees had appointed Audrey Harris to be a trustee. The meeting asked that their good wishes be sent to Audrey and Martyn.

The Chairman reported that the Board of Trustees had nominated George Kempton to be Vice Chairman of the charity. Ros Lobo proposed and Michael Endean seconded the motion that was approved by the members.

#### **4 Annual Report of the Chairman**

The report of Chairman was accepted by the members .

#### **5 Honorary Treasurer's Report**

The Honorary Treasurer thanked Central Office staff for their management of the financial affairs of the Fellowship and he acknowledged, with thanks, the contribution of the Accountants and Auditors.

The Auditors have given the Fellowship accounts a clean bill of health and the trustees have agreed that the consolidated accounts should be submitted to the Charity Commission. The year has been turbulent and challenging involving the loss of grant income and the membership ballot; the Honorary Treasurer reported that he believed that the Fellowship had emerged from these challenges in a stronger position, and despite continuing financial uncertainty, is financially viable if the charity can maintain membership levels. It is important that the organisation makes best use of resources, grows in membership numbers and develops within the strategic objectives. The Honorary Treasurer recommended the financial statements to the members.

Members raised issues including gift aid refunds, affordability of new subscription rates and struggling smaller branches. The Chief Executive confirmed that issues raised would be addressed and he acknowledged that the Fellowship must recruit, open new branches and be made more attractive to new members

#### **6 Report of the Chairman of the Benevolent Fund**

The Chairman reported that Audrey Harris had been elected as Chairman of the Benevolent Fund. She invited Cynthia Matthews, Chairman of the Benevolent Fund during the year 2016/17 to respond to questions from members.

Issues raised included the criteria for the base level of savings or capital held by an applicant, particularly in view of the cost of services, such as a funeral, the need for the application form to be simple and clear, the reserves in the Benevolent Fund for ongoing applications and the ongoing requirement for publicity for the fund, to encourage members in need to apply. The Chief Executive agreed to circulate the report on the Benevolent Fund project.

The Honorary Treasurer has agreed to take an independent look at the Benevolent Fund application form and to make recommendations for change, if appropriate.

Cynthia Matthews thanked her colleagues on the committee for their support and commitment and Sherry Smith for her administration. The Fund committee comprises, Audrey Harris, Michael Bennett, Win Morrison, Lorraine Taylor and Mik Webb

The Chairman thanked Cynthia Matthews for her chairmanship over the past two years.

#### **7 Report on the activities of the Board of Trustees and National Council**

The Chief Executive thanked the trustees and National Council on behalf of the members for the commitment to their role and their work at meetings and at other times during the year.

The report was accepted by the members.

The Chairman closed the AGM at 10.47hrs.