

**MINUTES OF THE 40TH ANNUAL GENERAL MEETING
OF THE
NHS RETIREMENT FELLOWSHIP
HELD AT 11.50AM AT
THE MERCURE MANCHESTER PICCADILLY HOTEL, ON
FRIDAY 22ND OCTOBER 2021**

Present

Margaret Moffat	Chairman	George Kempton	Vice Chairman
Paul Farenden	Honorary Treasurer		
Suzy Brain	England Trustee	Janine Brooks	Trustee
Chris Kitchin	Trustee	Cynthia Matthews	Trustee
John Mosley	Trustee	David Paterson	Trustee
Vic Griffiths	Vice President		
National Council, Postal and Branch Members			

In Attendance

John Rostill OBE, Chief Executive	
Debbie Arnold, Fellowship Administrator	Angela Johnson Development Officer
Karen Kennedy, Development Officer	Paul Pople, Development Officer
Hilary Robb, Development Officer	Bob Middleton, Project Officer
Sherry Smith, Fellowship Administrator	John Toman, Business Manager

The Chairman convened the 40th Annual General Meeting at 11.50hrs and welcomed members, Vice President Vic Griffiths, Trustees and National Council members and those joining the Conference via Zoom.

1. Apologies

Apologies for absence had been received from Trustees Wendy Lindley, Danny Mortimer, Clare Panniker and Mark Bagnall. Patron Ken Jarrold also sent his apologies. Development Officer Sally Bundock and Lucia Hiden Development Officer / Head of Comms. were also unable to attend

2. Minutes of the 39th Annual General Meeting held on Friday 1st November 2019

The Chairman asked that the minutes of the 39th Annual General Meeting be accepted. Michael Endean proposed and Michael Bennett seconded the motion; this was endorsed by the members and the minutes signed by the Chairman.

3. Annual Report of the Chairman

The report of the Chairman was accepted by the members.

4. Chief Executive's Report

The Chief Executive reported on NHS Retirement Fellowship activity between 01.04.20 and 31.03.21.

The Board of Trustees are responsible for the management and finance of the Fellowship while

the National Council, comprised of Regional Representatives, represents the branches and provides information and advice to the Board of Trustees to assist in decision making. For the year 2020-21 the Board of Trustees met 3 times, once by means of a conference call and twice using Zoom. National Council in effect did not meet during the year but had communications with the Chair and Vice Chair.

The Chief Executive commended the efforts of branches and members in keeping in touch with fellow members over the year, and thanked the individuals who had responded to his monthly letters. He also thanked the staff for their efforts during the period when they were working in unusual circumstances and when they went over and above their normal duties to ensure the smooth running of, and to maintain communications within, the Fellowship.

He welcomed the new Development Officer for North Wales, Angela Johnson and announced that John Toman, Business Manager, will be retiring at the end of December 2021. He thanked John for his valuable contributions over the years.

5. Honorary Treasurer's Report

The Honorary Treasurer began by indicating that he was asking the meeting to support 2 sets of accounts relating to the years 2019-20 and 2020-21. The auditors and independent examiners have given both the NHS Retirement Fellowship accounts a clean bill of health and have confirmed that they conform to the UK's accounting standards and the Charities Act. The accounts indicate that income and expenditure were low, reflecting the reduction in activities especially during 2020-21. Income also dropped because of falling membership but he thanked Project Manager Bob Middleton for his work in negotiating a grant of £75,000 from the National Lottery.

The Honorary Treasurer confirmed that the assets of the Fellowship are dominated by cash. The investment strategy which was being considered previously has not yet been pursued due to the uncertainty of the financial situation. He emphasised the importance of increasing membership and branches to ensure the financial security of the Fellowship.

The Honorary Treasurer continued by thanking the branch treasurers for their valuable work over the 2 years. He also acknowledged the work of Central Office staff for their management of the financial affairs of the Fellowship.

In response to his invitation to submit questions regarding the accounts in advance of the AGM, the Honorary Treasurer had received one query from Michael Bennett. This related to resources of the balance sheet which were lodged in branch accounts and he confirmed that the figure was £473,000.

6. Report of the Chair of the Benevolent Fund

The Chair of the Benevolent Fund, Audrey Harris, confirmed that during the past year grants had been made totalling £2,400 and a number have already been given in the current financial year.

She thanked the Benevolent Fund committee for their time and commitment.

The Chair continued emphasised that the Fund still requires contributions to help support more needy members and recalled the collection she took at the 2019 Conference which raised £477. After the 2019 Conference her branch (Basildon & Thurrock) had pledged that any extra money raised during 2020 would go to the Benevolent Fund. Unfortunately, due to the pandemic, the branch only met in January 2020 but a donation was made following that meeting. She expressed her hope that the branch could resume donations from 2022 and asked if other branches could do something similar to support this important fund.

Audrey has now stepped down from the Board of Trustees and therefore, as the Benevolent Fund must be chaired by a Trustee, a new Chair will be appointed.

She closed by informing the meeting that a Benevolent Fund collection would be taken again during the conference and asked delegates to take the message regarding contributions from branches back with them. [This collection raised £487.87]

The Chair of the Trustees thanked Audrey for her excellent work during her tenure.

7. Appointment of the Chair of the Board of Trustees

The Board of Trustees nominated the appointment of George Kempton as Chair of the NHS Retirement Fellowship. Margaret Moffat, the outgoing Chair thanked him for being a loyal and supportive Vice Chair over the previous four years and presented him to the AGM as the new Chair. George Kempton assumed the Chair and he thanked Margaret Moffat for her contribution since she accepted the nomination in 2017. He informed the meeting that, Margaret initially indicated that she would stand for a term of two years. As a result of the pandemic and no AGM taking place in 2020, she was actually in post for four years and during that time guided the Board through the difficult period, competently facilitating meetings and decisions throughout. He highlighted her guiding principle that the Fellowship is a member's organisation which is there for the benefit of its members, and to which she always adhered. He concluded by thanking her for her friendship, work and loyalty on behalf of the Fellowship and by thanking her husband Tony Moffat for his support of Margaret during her Chairmanship. Margaret left the platform.

8. Appointment of a Vice Chairman of the Fellowship

The Chair informed the AGM that the Board of Trustees had appointed Trustee Chris Kitchin as Vice Chair and he joined the platform.

9. Board of Trustees nomination for appointments

The Chair informed the AGM that the following appointments had been made:

1. Internal Trustees – Janine Brooks, John Mosley and Margaret Moffat
The Chair indicated that there remains one vacancy for an internal Trustee and asked the members to consider standing for this.
2. External Trustees – Mark Bagnall and Suzy Brain England
There is one vacancy for an external Trustee – the Board has decided to ring-fence this position to be filled by a candidate from social care, as the sector is currently under represented in the Fellowship.
3. Azets as External Auditor

10. Resignation of Trustees

The Chairman asked the AGM to note that Trustee Wendy Lindley had resigned. He thanked her for her commitment as a valued member of the Board.

11. Date of 2022 AGM

The Chairman reported that the date and location of the 2022 AGM will be decided by the Board of Trustees and the Chief Executive in due course and members will then be notified.

The Chair closed the AGM at 12.27 hrs.

Debbie Arnold
25th October 2021

Reg Charity No: 287936

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