

LONDON AMBULANCE SERVICE BENEVOLENT FUND

Pre-meeting of Executive Committee followed by Annual General Meeting

Date: 14 May 2009 - Pre Meeting 0930 – 1100
Annual general Meeting 1130 - 1630

Venue: – Marriot – Bexley Heath

In Attendance:	A. Garrett	-	Chairman
	J. Selby	-	Chairman Designate
	T. Vince	-	Staff Support Advisor
	J. Phipps	-	Treasurer
	L. Long	-	Executive Committee
Apologies:	J. Stubbs	-	Secretary
	A. Storrar	-	Executive Committee
	J. Peel	-	Executive Committee

MINUTES

- The Chairman opened the meeting at 0930hrs and welcomed all attendees, which included all executive committee members that were able to attend at short notice. The Chairman explained that the pre-meeting was intended to deal with any matters that were outside the agenda for the AGM and encouraged a general informal discussion before the more formal timetable of the Annual General Meeting. The Chairman also informed the meeting that the Funds financial reporting period had now been brought into line with a more recognised and accepted time frame and that this year's AGM is the first 12 month report within the new financial period of 1st April to 31st March. All committee members stated that they felt the pre discussion had been very helpful and therefore the AGM commenced at 1130 Hrs as planned.

Annual General Meeting

1. The Funds Treasurer Jackie Phipps addressed the meeting on her first Treasures Annual Report & Financial Analysis which included reference to the very important change that had been achieved in the reporting period and reminded the meeting that when comparing the income and expenditure it should be noted that the 2007/8 figures covered a 15 month period as compared to the 12 months for 2008/9. Jackie also gave an update on how the financial situation prevailing in the UK had prompted discussion on whether a Benevolent Fund such as ours would be afforded any more protection for our Banking accounts or investments. As per our meeting of the 2nd October 2008, we accepted advice and took action to protect our funds by withdrawing an amount of our investments. Unfortunately two financial institutions in which we attempted to place the investments with, gave us a problem with signatories and it became too difficult to complete the transaction. Our investment was therefore returned to the original account. Jackie also informed the meeting that the Balance Sheet as at 31st March 2009 showed an increase of approximately £25,000, however this should be seen as part of our final balance including the fixed assets for **43 Dane Park** which has in fact provided some protection of our funds as an investment in a fixed asset for a licensed period which will be depreciated over a period of 30 years. The Chairman thanked Jackie and informed the meeting that the Balance sheet had been published on our web site, prior to the AGM.
2. Tina Vince, our Almoner and Staff Support Officer for the LAS addressed the meeting and commented on the Funds current activity and future within the LAS. Tina informed the meeting that there had been an improvement in communication and support from the executive committee members including referrals for our convalescent & respite facility and also a positive feedback from our membership. Tina also stated that the induction courses for new recruits had shown an improvement of the number of Benevolent Fund joining forms which were reflected in our increased membership. Tina informed the meeting that the Funds activity is very positive and that she felt very optimistic for the future of the Fund within the LAS.
3. The Chairman submitted his Annual Report and hard copy was distributed to all executive committee members. The report each year covers the responsibilities of the Chairman for overseeing the efficient management of the fund, how the Fund performed during the reporting year and any developments that can be foreseen for the year ahead. Having covered the lengthy report and highlighting the pros & cons, the Chairman informed the meeting that his report had been published on our web site on the 31st March 2009.

4. The Chairman was re-elected in 2007 and therefore, has a further year in office for which he indicated that he would continue. The Treasurer Jackie Phipps and executive committee member Julia Peel were elected last year and have a further 2 years to run. Tina Vince as Staff support & almoner to the fund is an automatic ex officio and not elected. However the remainder of the executive committee were re-elected in 2006 and therefore required re-election. Tina Vince proposed John Selby & Lesley Long who were seconded by Jackie Phipps – Lesley Long proposed Alan Storrar & John Stubbs who were seconded by John Selby, all agreed to continue to carry out the executive committee role.
5. Having received and published our financial report and analysis, a very brief discussion on Benefits & Subscriptions took place. And it was agreed that we could continue to maintain the current Benefits and subscription rate, during the uncertain financial situation prevailing within the UK. It was also agreed that we should keep a watching brief to ensure the financial viability of our Fund.
6. There was an update and general discussion on the Benevolent Fund's convalescent and recuperation facility at Milford on Sea, Hampshire/Dorset. Having investigated a new purchase option and carried out and completed the decision of the executive committee to upgrade or part exchange this 6/7 year old facility, the Fund now has a modern & up to date asset of a leasehold licensed property **Dane PARK 43**. Members that meet the criteria for a convalescent, respite or recovery break will continue to use our new facility as per the visitors to our previous lodge. Images of Dane Park 43 can be seen on our web site.
7. The London Ambulance Service Benevolent Fund's web site has been very successful and has improved our communication, regarding annual reports, newsletters, minutes of meetings and various other information media. It was agreed that this type of media had been very successful and Tina Vince does get joining forms via our contact us form which is very helpful. The committee felt that our web site was adequate for the purpose of information to new staff and updating members on any relevant changes to the Fund. The latest images of our new convalescence facility are posted on our site www.benfund.info on the current projects page – what is this facility.
8. A.O.B - The meeting was informed that the delivery and distribution of the 2009 diaries was carried out in a very efficient manner ensuring that all members received a diary. Initial enquiries indicate that we can achieve the same distribution for the 2010 diaries and the negotiations are being processed. The committee wished to convey their thanks to John Stubbs for making the necessary arrangement and ensuring that they worked so well.

There being no other business, the Chairman thanked the committee for a long and meaningful discussion and in particular thanked Jackie & Tina for their very helpful and welcome contribution in producing the financial information for our independent accountant. The Chairman closed the meeting at 1600 hrs.