



**Community Hospitals Association
Annual General Meeting**

**Minutes of the meeting held at 11am on Saturday 9th February 2019
at 12 Oak Tree Close, Upottery, Honiton, Devon EX149QG**

Present:

Dr David Seamark (Chair & Director)
Richard Hallett (Treasurer and Director)
Liz Fenton
Evelyn Prodger
Jan Marriott
Dr Roy Sharma
Dr Helen Tucker (President)

1. Apologies for Absence

Suzanne Jones (CEO and Director). Those present recorded their good wishes to Suzanne and hope for a speedy and full recovery.

2. Minutes of the AGM held on 17th May 2016 at Worsley Park Hotel, Manchester

Two corrections were made to the minutes.

Section 6: Richard **Hallett** was voted on to the committee and agreed to hold the office of Treasurer, and to **consider becoming a Director**.

Section 7: Dr Phil Moore introduced the paper which presented options for the future of the CHA. The **five** options presented.....

Subject to these changes, Roy Sharma proposed that the minutes be approved as a correct record for signing, and this was seconded by Evelyn Prodger.

3. Matters Arising

There were no matters arising.

4. Presidents Report

The report prepared by HT had been circulated in advance. Topics in the report included the Innovations and Best Practice Programme, Conference, Membership, Newsletter, Research, Website, Directors and Committee, and commentary on the CHA Future. Jan Marriott proposed that the report be accepted and this was seconded by Liz Fenton.

5. Treasurer's Report

Richard Hallett circulated the accounts, and confirmed that the situation continued to be satisfactory in terms of the cash in the bank and that the CHA continued to be a going concern. The last years accounts had been signed and lodged with Companies House as required. Richard proposed that the CHA keeps membership rates at the current level, and this was seconded by David Seamark.

Richard Hallett reported on the arrangements for agreeing CHA accountants for the future. He reported that, as requested, he had sought quotes from financial companies to undertake to manage our financial accounts for the following year. Richard proposed that we change our accountants to a company Redshield, on the basis of cost, local accessibility, and their familiarity with League of Friends. Richard shared their quote for tasks that included the completion and submission of annual accounts and use of their address to be the new registered office for the CHA. David Seamark proposed that the quote be accepted, and Jan Marriott seconded the proposal.

6. Directors and Committee Members

The meeting noted the resignation of Linda Edwards. The meeting recorded grateful appreciation to Linda for all she had done for the CHA.

Directors and Committee members. All present confirmed their willingness to continue to serve on the committee. The nominations for Directors and Committee to continue was agreed en bloc, proposed by Helen Tucker and seconded by David Seamark. It was agreed that the terms of reference would be reviewed, with particular reference to three-year terms.

Helen Tucker nominated Chris Humphris for the committee and had circulated his CV. Helen had held several meetings with CH and confirmed that he was very willing to serve on the committee. Jan Marriott proposed that Chris Humphris be appointed to the committee, and David Seamark seconded his appointment.

A proposal for the CHA to have individuals in each of the 4 UK countries had been circulated by Helen Tucker. Proposals for individuals to be the National Leads, who would be associates of the CHA, were: Dr Alastair Noble for Scotland, Tom Brooks for Wales, Shauna Lewis for Northern Ireland. They had all agreed to be put forward, and their CVs had been shared. It was agreed that this would strengthen the CHA position in the UK, and was very welcome. It was also agreed that the specific role would need to be developed by each National Lead according to circumstances.

Evelyn Prodger raised the question of arrangements for a National Lead for England. It was agreed that in the future consideration would be given to a National Lead or 3-4 Regional Leads for England. Liz Fenton suggested that CHA committee members continue to act as leads for England for the moment, and that this is kept under review.

The recommendation in the report for the CHA National Leads for Ireland, Scotland and Wales was proposed by Evelyn Prodger and seconded by Roy Sharma.

7. Any Other Business

There was no other business. David Seamark thanked all for their attendance and contributions, and closed the meeting at 11.45 am.