



**The League of friends of Axminster Hospital
Minutes of the Meeting held at Axminster Hospital
Tuesday 17th September 2024**

| | <p><u>Present:</u> Steve Holt (SH) - Chair Chrissy Cawley (CC) – Treasurer Gill George (GG) Teresa Denning (TD) Dr Sarah Ellis (SE) Hazel Cross (HC) Mervyn Symes (MS) Julian Hussey (JH) Dr Phil Taylor (PT) Helen Arnold (HA)</p> <p><u>Apologies for Absence were received from:</u> Martin Diplock (MD) Jeanette Ward (JW) Margaret Pike (MP)</p> | <p><u>Action</u></p> |
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| 1 | <p>Minutes of the Previous Meeting – 23rd July 2024 Minutes of the previous meeting were approved as an accurate record of discussions held.</p> | |
| 2. | <p>Matters Arising</p> <ul style="list-style-type: none"> • Resignation of Ann Veit. Ann had expressed her thanks to the Trustees for the flowers • Recruitment of New Trustees Following a meeting with HA and SH the Trustees have appointed Karen Churchill as a Trustee. Karen has experience as an accountant, a trustee, currently works at Sidmouth Hospital and lives in Axminster. MS reported that Jill Farrow was interested in becoming a Trustee when she steps down as Mayor in May 2025. • Fundraising Group The initial approach regarding a joint League of Friends and Hospital Fundraising Group received varied support. Karen has agreed to help with this. We will also approach Becky Armitage (Ophthalmology) again. | <p>HA/KC</p> |
| 3 | <p>Financial Update</p> <p>CC reported that:</p> <ul style="list-style-type: none"> • Donations received | |



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| | <p>A number of donations had been received via CAF online on our website.</p> <p>£500 £50 £200 £30</p> <p>Also donations paid in</p> <p>£128.60 £165.00 £130.00</p> <p>A payment has been made by Easyfundraising. This is an online shopping app where charities are nominated to receive commission on online shopping. The link is on our website. HA to send the link to Trustees.</p> <ul style="list-style-type: none"> • Bank Balance £589,017.00 <p>On behalf of the Trustees, SH expressed his thanks to CC for her work dealing with the new reporting requirements from the Charity Commission. There are still 2 financial policies to be addressed. SH agreed to investigate the policies used by other local charities. As soon as these are available, they will be sent to Trustees to be reviewed and agreed by email to enable us to meet the reporting deadline.</p> | <p>HA</p> <p>SH/ HA/CC</p> <p>SH ALL</p> |
| 4. | <p>Report from Chair</p> <ul style="list-style-type: none"> • End of Life Service <p>SH outlined the progress towards the SLA for our end-of-life service. The Trustees agreed that we would call the service Axminster Hospice at Home, in line with the services provided by Seaton and Sidmouth. There was an understanding that Hospicecare would only be involved as a source of specialist medical /nursing advice.</p> <p>SH and SE will be representing Axminster League of Friends at the next Steering Group meeting. We are hoping to get approval to recruit with an expectation to launch the service in January 2025.</p> <p>JH suggested that the Trustees should have a means of financial oversight of the service. JH/ CC/ HA to form sub-committee to monitor. TD asked about admin support for the new nurses. SH confirmed that this had not been discussed. TD to raise this with Richard Anderson, Community Services Manager.</p> | <p>HA</p> <p>JH/CC/HA</p> <p>TD</p> |



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| 5. | <p>Update from Manager</p> <ul style="list-style-type: none"> • Fundraising 2024 <ul style="list-style-type: none"> ○ Coffee morning 10th October Church rooms 8.30am - 12.30pm. HC not available. ○ Quiz 8th November 7pm. Axminster Town Football Club. Teams of 6. Refreshments to be decided. ○ Saxminster 22nd November 7.30pm. Wine at interval. ○ Christmas Cards – Packs of Christmas cards have been printed. HA to coordinate orders from Trustees and others. HA to arrange sale point at Hospital and at Lof F events before Christmas. HA to investigate other outlets. ○ Blank Cards- a quotation and example of printed card has been received. HA will proceed with this after logo has been decided. • Policies <ul style="list-style-type: none"> ○ Conflict of Interest – Agreed and adopted. ○ Expenses – Agreed and adopted. ○ Acceptance and refusal of Donations - Agreed and adopted. ○ Grant Making. Paragraph under Purpose of a Grant to be changed to: To provide funding to Axminster Hospital and other providers of health and care services benefiting patients registered with The Axminster Medical Practice. For items or services which statutory providers are not able to fund but which support their provision in this area of health and social care and the wellbeing of staff providing these services. All applications shall include a statement of why the provider is unable to provide the item of service from its own funds. • Logo The logos submitted were considered. Some present at the meeting expressed a preference for a circular logo with people in a heart shape but this logo was considered too similar to the existing. There was no decision on changing the logo. HA agreed to revisit. • Request for funding Full PosiPerle Assessment Kit SE declared an interest in this application. The Trustees agreed to fund half of the cost (£1108.50 incl VAT). HA to notify applicant of decision. | <p>HA/GG</p> <p>HA/SH</p> <p>HA ALL HA HA HA</p> <p>HA</p> <p>HA</p> <p>HA</p> |
| 6. | <p>Update from Hospital Representative</p> <ul style="list-style-type: none"> • Axminster Hospital | |



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| | <p><u>Community Rehab Team</u> Would like to pass on their thanks for the Raizer lifting chair – it has now been received. Staff will be receiving training this week.</p> <p><u>Daycase</u> Mr Bowley will be operating all day every Friday from 4th October (previously only am list) Juan Carlos Ruiz Morande backfills some of our vacant theatre lists when he is available with a high volume, topical anaesthetic cataract list – up to 16 patients in a day. This improves theatre utilisation.</p> <p>Theatres now operating: Mon – all day cataract list Tue – dermatology on a planned rota basis but when vacant we offer this to Mr Morande Wed – all day cataract list. Thur – all day cataract list alternate with oculoplastic list Friday - all day cataract list</p> <p>New staff member: Band 5 scrub nurse Chloe Hine-Jeffreys</p> <p><u>Dementia Services</u></p> <ul style="list-style-type: none"> • Request for funding Daily Sparkle Clarification was required to fully consider this application. SH agreed to contact Siobhan Pickering to ascertain the total cost, who would be able to access this and to confirm how this would be used. <p>Post Meeting note: SH clarified that that these journals will be used by the NHS staff in their direct groups with dementia patients and families. It was proposed that the League of Friends fund 1 year at a cost of £708.00 and then review. The Trustees agreed to this proposal by email. HA to notify applicant of decision.</p> <p><u>Ophthalmology</u></p> <ul style="list-style-type: none"> • Request for funding Clarus 500 A request for funding has been sent to the League of Friends at Axminster, Seaton, Sidmouth, Ottery, Honiton and Tiverton to share the cost of this equipment. Seaton had declined the request. On the date of this meeting the situation in the other Leagues was unknown. The Trustees supported the application in principal and agreed to fund a share. The actual amount to be confirmed in conjunction with the other Leagues. SH agreed to speak to the Chair of Seaton League of Friends and write to all the Chairs to establish a way forward. | <p>SH</p> <p>HA</p> <p>SH</p> |
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| | <p>It was agreed that there should be some amendments to the application form to ensure that Trustees had all the information to make a decision, particularly around why other funding was not available. PT offered to design an application form.</p> | PT |
| 7 | AOB | |
| 9. | DATE OF NEXT MEETING Date of next meeting 19 th November 2024 at 6.00pm at Axminster Hospital. | |
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