



**The League of Friends of Axminster Hospital
Minutes of the Meeting held at Axminster Hospital
Tuesday 2nd September 2025**

	<p><u>Present:</u> Steve Holt (SH) - Chair Chrissy Cawley (CC) – Treasurer Gill George (GG) Hazel Cross (HC) Karen Churchill (KC) Helen Arnold (HA) Delia Driver (DD) Dr Phil Taylor (PT) Michaela Board (MB) Teresa Denning (TD)</p> <p><u>Apologies for Absence were received from:</u> Julian Hussey (JH) Margaret Pike (MP) Jeanette Ward (JW) Mervyn Symes (MS)</p>	<u>Action</u>
1	<p>Minutes of the Previous Meeting – 8th April 2025 Minutes of the previous meeting were approved as an accurate record of discussions held. Meeting 15th July (postponed) Notes</p>	
2.	<p>Matters arising Axe Vale Show. In view of the loss made at this year's show, careful consideration must be given to attending this event in future years. It was noted that there will be no Axe Vale Show in 2026.</p>	
3	<p>Financial Update</p> <p>CC reported that:</p> <ul style="list-style-type: none"> ○ Donations received Individual donation £5.00 Individual donation £50.00 Individual donation £964.95. ○ Fundraising events Garden Party £1833.10 	



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	<p>It was agreed that this was a very successful event and SH thanked everyone concerned for their efforts. It was acknowledged that there were some organisational issues which need to be addressed if we were to repeat an event on this scale.</p> <ul style="list-style-type: none"> ○ Bank Balance <ul style="list-style-type: none"> ● £372,346 current account ● £200,000 savings account 	
4.	<p>Report from Chair</p> <ul style="list-style-type: none"> ○ Axminster Hospice at Home Unfortunately, due to the continued absence of Richard Anderson, the last two meetings of the steering group have been cancelled. MB updated the Trustees on the recruitment of Hospice at Home nurses. One nurse in post (3 days per week), one starting mid-September (4 days per week) and one in the process of pre-employment checks and will then have to give 3 months' notice. SH expressed the Trustees frustration at the length of the process. 	
5.	<p>Update from Manager</p> <ul style="list-style-type: none"> ○ Fundraising <ul style="list-style-type: none"> ○ Quiz Stockland Village Hall 24th September ○ Bingo Hawkchurch Village Hall 17th October ○ Quiz Axminster Town Football Club 14th November ○ Feedback from Fundraising Group <ul style="list-style-type: none"> ▪ Donation station in Hospital. HA to find out more details/ cost. TD stated that it should be possible to install at the Hospital. Concern re security as Reception desk may not be open all the time. ▪ Raise profile of Hospice at Home with service users (info leaflets, nurses badge/logo, logo on equipment box, care pack etc) ▪ Local fetes- smoothie bike ▪ PR launch at Hospital for Hospice at Home. MP invitation through Communications team at RDUH. ▪ Staff Christmas event. HA initial enquiries venue/ entertainment/ food etc ▪ Sponsored event 	<p>HA</p> <p>MB/HA</p> <p>HA</p>



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	<ul style="list-style-type: none"> ▪ Great Jackleigh Farm, Trustees agreed we should hold another event but not a garden party. HA to contact MS. Poss early summer 2026. ▪ Application for grants DD now has a short list of organisations to apply for grants. Information required from CC and MB to complete applications <ul style="list-style-type: none"> ○ DBS To protect the charity's reputation, assure funders and demonstrate good governance it is proposed that we introduce DBS screening for our Trustees. HA advised that is not necessary to have enhanced screening as we don't carry out activities which involve children or vulnerable adults. It is proposed that all Trustees who have access to the bank account will undertake Standard level screening. Currently this is HA, CC, SH, JH. Other current Trustees may choose to have Basic check if they wish. In the future all Trustees and employees will be asked to undertake DBS screening as part of the recruitment process. Trustees agreed. HA to action. ○ Food safety To ensure we are all update with food safety procedures it is proposed that all Trustees who are involved with preparation and serving food at our events undertake a level 2 food safety course. AHLofF will pay the required fees. Trustees agreed. HA to action. 	<p>HA</p> <p>DD HA/CC/MB</p> <p>HA</p> <p>HA</p>
6.	<p>Update from Axminster Hospital Representative.</p> <ul style="list-style-type: none"> ○ A new booking system will be introduced early 2026. ○ There continues to be significant issues regarding staffing, particularly admin and support roles. ○ Reception will not be open all the time due to staff shortages. ○ Work on the roof has been delayed until 2026. ○ TD to supply updated list of clinics available at Axminster. ○ TD confirmed that Audiology clinics were still available at Axminster Hospital ○ TD confirmed that any visits by our MP should be made through Communications Office RDUH. SH confirmed that Axminster Hospital League of Friends would be keen for such a visit to take place. 	<p>TD</p>



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7.	AOB <ul style="list-style-type: none">○ Axminster Community Shed have offered to make a bench for AHLoF to offer as a raffle prize.○ Unclaimed prize for pet portrait to be re-used in next raffle○ HA has had an initial meeting with Catherine Davies, ARC. Trustees agreed that further discussions regarding a joint service provision project possibly with an application for external funding should be pursued.○ SH reported that Axminster's Freemasons were going to make a donation to AHLoF. JH to attend on our behalf.○ PT raised the issue of lack of pharmacies locally and if it would be possible to support Morton's. SH said that this would require a change in our constitution.	JH
8.	DATE OF NEXT MEETING Date of next meeting Tuesday 18 th November at 6.00pm at Axminster Hospital	

Agreed _____ Date _____