

MINUTES OF THE ANNUAL GENERAL MEETING OF MEMBERS OF THE ASSOCIATION OF FRIENDS

Held at Stisted Hall, Braintree on Wednesday 29th November 2017 commencing at 7.30pm.

PRESENT: There were 35 present including A. Garner, C. Dunnico, J. Oliver, K. Oldacre, N. Oldacre, B. Stedman, G. Larke, B. Procter, D. May, A. May, J. Smith, M. Bladen, D. Parrott, C. Cook, E. Broadbent, G. Elvidge, G. Lambeth, C. Lambeth, K. Brownle, L. Thurston, M. Bevan, J. Davies, A. Everard, G. Mayes, J. Reuther, M. Taylor, M. Black and C. Smith.

1. WELCOME

The President, Alan Garner, thanked all those present, particularly Dr. John Reuther and John Davies for attending and outlined the procedure for the Meeting. He then, on our 20th Anniversary, gave a short history of the Association before handing over to the Chairman, Clive Dunnico.

In 1996 Sir Neil Thorne asked AG about starting an Association of Friends and since its formation 20 years ago £500000 has been raised. From 1100 Members we have now got 800. We must thank Barry Stedman for developing the website and also Jon Oliver who joined the Trustees 13 years ago as Treasure. He also over the last few years has developed our database, which transformed data collection. Thanks for Graham Larke who has been involved for 13years the last 6 as Secretary and John Finlay has been a Member since 2005 taking over as the Fete Organiser taking over from Nigel Oldacre, raising over £20000 (spontaneous applause). Both of whom are retiring from their positions but are remaining as Trustees.

David Badger, who is a journalist is taking on the role of Secretary and Graham Elvidge who is a qualified accountant will be our new Treasurer. Andrew McCleod, a former Secretary, is replacing John Finlay as the Fete Organiser.

We owe a debt of gratitude to Michelle Bladen for her excellent management of the Home.

Finally we are so grateful for the continued support and experience of Brian Procter our Vice President who has been a stalwart of the Association from the beginning.

Graham Larke then gave a precis of Jon Oliver's commitment to the Association, particularly as Treasurer and Membership Officer and as a token of admiration presented him with a Retirement Gift.

Jon replied with thanks to all the Trustees and Members.

Alan was thanked for reminding all of the Association's history and the crucial part he played.

2. APOLOGIES and DECLARATION OF INTEREST

There had been 31 apologies received from Members who were unable to attend. Their names are included with the Minutes. Nobody had made a declaration of Interest.

3. CONFIRMATION OF MINUTES

The acceptance of the Minutes of the Annual General Meeting held on Wednesday 30th November 2016 were proposed by John Davies and seconded by Nigel Oldacre, which was confirmed and signed by the Chairman.

4. MATTERS ARISING

There were none.

5. CHAIRMAN'S REPORT

A copy of the Report is filed with the Minutes with a summary below;

MINUTES OF THE ANNUAL GENERAL MEETING OF MEMBERS OF THE ASSOCIATION OF FRIENDS

- As Chairman CD sees at first hand the wonderful work carried out by the Trustees, the Home Manager, her staff and other volunteers to create a most happy atmosphere in this wonderful home at Stisted.
- Karine Oldacre our Almoner will give details on matters affecting the welfare of the residents.
- Nigel Oldacre our Vice-Chairman and Residents' Activity Organiser/Representative will report on events held during the year. We owe a great debt of gratitude to this dedicated and caring couple.
- On 11th December 2016, another Residents' Christmas Party was held and we welcomed our Deputy Provincial Grand Master, VW. Bro. Paul Reeves.
- We had a successful Fete in July and we thank John Finlay, Nigel Oldacre and their team of helpers for their immense amount of hard work. Our PGM RW. Bro Rodney Lister Bass OBE official opened the Fete and we also welcomed RW. Bro. Sir Neil Thorne OBE.
- Graham Larke who has been Secretary for many years is retiring but remains as a Trustee. His untiring efforts have been appreciated. Due to his mounting commitments elsewhere Jon Oliver is retiring as Treasurer and as a Trustee. Having served the Association since 2004 he will be sorely missed.
- John Finlay is to retire as Fete Organiser but is to remain as a Trustee. We thank him for his tireless work and he will assist Andrew McCLeod.
- During the year we have welcomed two new Trustees David Badger to become Secretary and Graham Elvidge as Treasurer.
- Our Membership Secretary Lloyd Harris who has designed a new database at no cost to the Association is owed a great deal of thanks.
- The Trustees are happy to consider all requests for financial assistance for the residents and each month we pay over £1300 to an Amenity Fund for outings, events within the Home and we have provided £2000 for seasonal gifts. We have provided 6 more profile beds at a cost of £4608 and a "trike" at a cost of £5655.
- Publicity is helpful to our cause and we have Barry Stedman, our Assistant Secretary, who looks after our website, www.friendsofpedokc.org.uk He has also created the Archives.
- Our thanks go to the Ambassadors who spread the word to Lodges about the Home and the work of the Association.
- We are grateful to Braintree Golf Club for their hospitality in hosting the Braintree Golf Classic organized by Jeff Cripps and for providing a magnificent panorama for the residents to view.
- We must never forget that the Association was founded as a result of much hard work and initial financial gifts by our President Alan Garner and Vice-President Brian Procter They continue to give much valuable support.
- The Association continues to maintain a close relationship with Michelle Bladen and her staff who do such wonderful work for the residents and we all look forward to attending the Christmas Party on 10th December where the PGM will be present.
- There is no place like Stisted Hall. There is no place like Home.

6. FINANCIAL REPORT and PRESENTATION OF THE ACCOUNTS for the year ending 30th June 2016

The Treasurer, Jon Oliver, Presented the Accounts for the year ending 30th June 2017, which were available, filed with the Minutes and posted on the website. Wilkins Kennedy LLP had audited them. Nigel Oldacre proposed their acceptance, which was seconded by Michael Jervis and all those present unanimously agreed this proposal. The Treasurer was warmly thanked for his hard work on our behalf over many years and he was wished a happy retirement.

MINUTES OF THE ANNUAL GENERAL MEETING OF MEMBERS OF THE ASSOCIATION OF FRIENDS

7. ALMONERS REPORT

A Copy of the Report is filed with the Minutes with a summary below;

- There are currently 50 residents, 33 in the Main House and 17 in Mauchline House, which is fully occupied.
- Since our last AGM there have been 46 birthdays including 26 over 90 and Richard McMillan at 101. On their birthdays each person is given a card and gift from the Friends.
- Sadly there have been 12 deaths. The Oldest being George Argent at 105. Messages of sympathy and cards were sent to next of kin with flowers or a charity donation. There have been 13 new residents including 2 married couples who all receive messages of welcome and flowers for their room.
- On Valentine's Day a box of chocolates was given and on Easter Sunday a pack of small Easter Eggs was also given to each resident from the Friends. With the help of Audrey Brown, Nigel and I judged the Easter Bonnets.
- Nigel and I attend the residents' monthly meetings, which help to identify items, which the Association can help to buy to improve the residents' quality of life.
- On most months we hold a quiz and with Nigel doing games of Hangman both of which create a bit of fun and laughter.
- The residents asked for Nicky and Neil of Clearer Productions to again provide the entertainment at last years Christmas Party, hosted by the Association. They sang carols and seasonal songs interspersed with seasonal poems and readings. As always the staff and Trustees made fools of themselves singing the 12 days of Christmas. Each person was given a card, which advised them that £35 had been paid into their residents' account. This was followed by a special lunch with wine paid for by the Association
- Nigel and I called into the Home on Christmas morning to wish everyone a happy Christmas.
- I am now writing the Christmas cards for this year, which will include a gift of £50.

8. RESIDENTS' ACTIVITIES ORGANISER/REPRESENTATIVE REPORT

A copy of the Report is filed with the Minutes with a summary below;

- The Associations support for the residents continues unabated in addition to a monthly contribution to the Home's Amenity Fund special beds and a "Trike" have been purchased. The Fund pays for entertainment, refreshments, outings shopping expeditions and special teas and lunches provided by the Catering Manager Paul Rush. We owe Paul a great debt of thanks for all he does throughout the year.
- Coffee Mornings are still poorly supported except for a few regulars but we are fortunate to have Alan Reynolds singing on most occasions. In September, we gave him an early Christmas Present in thanks.
- In September, Jeff Cripps presented the PGM with a cheque for £300 for the Association which was profit from the Stisted Golf Classic held in June. Jeff was assisted on the day by NO, GL, AMc. and Andrew Cuthbertson. On the same occasion the PGM presented the new "Trike" to Michelle and he was then taken round the block by Audrey Brown.
- George Lambeth, together with Anne and Dennis May are the principal volunteer drivers and without them it would be difficult to take the residents out.
- We had 3 working parties during the year with a number of regulars including Malcom Taylor, Jim & Boo wheeler, John Adlam, Terry Brewer, Anna Marsden and Graham Larke,

MINUTES OF THE ANNUAL GENERAL MEETING OF MEMBERS OF THE ASSOCIATION OF FRIENDS

- John Finlay's swansong as Organiser resulted with an increased profit. We must thank Malcom, the Wheelers and NO getting the site ready and clearing up. We are fortunate in having Andrew McCleod taking over for 2018.
- Some men's meetings have taken place during the year.
- Articles have been written for the Home's newsletter, which is a good way to publicise what we do.
- We are grateful to the Adlams who look after the Library.
- The Christmas trees donated by the Association have arrived and await decoration with the new decorations.

9. HOME MANAGER'S REPORT

A copy of the Report is filed with the Minutes with a summary below;

- The purchase of six profile beds by the Association have made a big difference to resident's everyday lives.
- The purchase of the 'trike' By the Association, which arrived in September has been amazing with lots of positive comments by residents and relatives.
- Work has commenced on the remedy of the asbestos discovered in the basement we thank the Association for helping to replace the condemned decorations.
- After finally gaining planning permission to create a path to the pond discussions are taking place with the Association to start this project.
- We have welcomed new staff to replace those that have left, including Gavin & Clive from the domestic team who have retired after many years at Stisted.
- The Home's management team has been restructured with Katrina Karolchyk as Deputy Manager and Jacqui Hayden as Dementia Lead.
- PEDoKC has won two RMBI OSKAR awards this year; Jo Braiser and Lijana Eiciene both recommended by residents and relatives.
- MB was pleased to report we are fully occupied with a waiting list for both the residential and dementia side of the house.
- The Home has been fortunate to have benefitted from a vast array of entertainment, which would not be possible without the support of the Association. In December, we had the annual Christmas Party and on 23rd December the Christmas Show took place followed by Fish & Chips, in the wrappers, purchased by the Association. On 26th January, the staff hosted a pantomime of Cinderella.
- The Catering Team enabled us to celebrate a number of events in support of charities and themed menus for Staycation week.
- On June 23rd the home celebrated 300 years of Freemasonry. The resident have had successful trips to Freeport to try bowling. August's Staycation week was a great success, with a 50's party, a seaside day including ice cream. There were also several trips to the beach huts.
- There have been countless other trips out and events in the home giving the residents a very full social life.
- The residents are looking forward to the Annual Christmas Party on 10th December and the visit by Stisted Primary School, to perform carols on the 14th. Then on the 17th our Choir performs at the Golf Club followed by the staff and volunteers Show on the 22nd.
- In March, we finally received our CQC Inspection, which resulted in a Good rating against all five key areas. Since then one of the CQC Officers has conducted some workshops to reassure the staff that we were close to outstanding and how to collect evidence to demonstrate this.
- In November Michelle was presented with an award, which acknowledged PEDoKC had the highest percentage of residents who would recommend their Home.

MINUTES OF THE ANNUAL GENERAL MEETING OF MEMBERS OF THE ASSOCIATION OF FRIENDS

- Michelle on behalf of the residents and staff thanked the Association for all their hard work and support.

10. ELECTION OF TRUSTEES & OFFICERS

- Brian Procter proposed and Clive Dunnico seconded that Graham Larke and John Finlay should be elected as Trustees, which was agreed.
- Chairman; Alan Garner proposed Clive Dunnico, which was seconded by Dennis May and agreed by the Members.
- MC Black proposed that all the following Officers remain in post, which was seconded by Mike Jervis and agreed.
- Vice Chairman; Nigel Oldacre
- Secretary; David Badger
- Treasurer; Graham Elvidge
- Membership Secretary; Lloyd Harris
- Almoner; Karine Oldacre
- Residents' Activities Organiser/Representative; Nigel Oldacre,
- Assistant Secretary; Barry Stedman
- Fete Organiser; Karine Oldacre proposed Andrew McLeod, which was seconded by Dennis May and agreed by the Members.

11. SIGNING OF DECLARATION OF ACCEPTANCE BY THE TRUSTEES

This was duly done.

12. APPOINTMENT OF AUDITORS

Clive Dunnico proposed Wilkins Kennedy LLP of 1 Nelson Street, Southend-on-Sea to act as the Auditors of our accounts for the next financial year. This was seconded by MC Black and agreed by the Members.

13. ANY OTHER BUSINESS RELEVANT TO THE MEETING

Dr. John Reuther Deputy President of the RMBI addressed the Members on the following items.

- The formation of MCF and the RMBI Care Co.
- He explained that the CQC was very paper driven and only 1% receive outstanding.
- He talked about the current homes and what the future plans are, such as creating luxury sheltered accommodation and the need for homes in the West Midlands.
- Staff need to be trained in the ethos of Masonry and he reminded us that strong Associations of Friends turn Homes into Families.

Dr. John was thanked for his informative words.

Dennis May asked who was the Data Protection Officer and all were informed that it would be the current Secretary.

14. DATE OF THE NEXT ANNUAL GENERAL MEETING

The next AGM will be on 28th November 2018 at 7.30pm, at Stisted Hall.

SIGNED _____

DATE _____