

READING PROSTATE CANCER SUPPORT GROUP ANNUAL GENERAL MEETING

Minutes of the Annual General Meeting held Friday 3rd March 2017 at 19:30 hours in St Andrew's Church Hall, Craven Road, Reading.

Present: Gentlemen, Wives/Partners.

1. Apologies for Absence.

None.

2. Minutes of the Annual General Meeting of 4th March 2016

The minutes were accepted by the meeting and duly signed by the Chairman.

3. Matters arising from the Minutes / Action Points.

There were no points or actions from the minutes.

4. Treasurer's Report.

Graham Cook presented his written report to the meeting, which has been examined and approved by a chartered accountant. Attention was drawn to the good news that the Christmas & Summer Socials made a small profit, the latter partly due to receiving a refund from the Calcot hotel. The Tea & Coffee money profit was £456.00. There were several donations from various sources including £344.00 from John Lewis Theale, £250.00 from the Wokingham Winter Carnival, £480.00 from Tackle together with private individual donations from Valerie Kilford, Peter Reader, Paul Sefcick and Alan Ebden totalling £529.00. Our first donation in 2017 was from Audrey Jackson the widow of former committee member Derek Jackson who bequeathed in his will the princely sum of £1,000.00. Graham read out the letter received from Audrey Jackson. Derek was always very positive throughout his treatment as was Keith Hunt our former treasurer who died just before Christmas.

The Expenditure included Hall Rental; Stationery/Printing and Employers Liability Insurance associated with National Market Traders. £122.00 was paid last year, but because these Insurers are unable to transfer the name of the individual on the policy to another, the policy is invalid. The insurance which is renewable in August, will be taken out with another insurance company at an increased premium of £208.00, but this will include public liability and product liability. Assets were detailed as £68.00 for a tablecloth and £64.00 for PVC banners for use at awareness events. The Stationery/Printing consisted of £57.00 for business cards, £99.00 for flyers, £12.00 for laminated posters and £149.00 for leaflets.

Graham was asked why there was no regular payment to Tackle. The reason is that there is no longer any requirement to make regular payments.

The members thanked Graham for taking over from Keith Hunt and completing the accounts for this year.

The adoption of the accounts was proposed by Alan Ebden and seconded by Roger Bennett and agreed by the meeting.

5. Chairman's Report.

Ted Goodhew welcomed members, new members and guests and went on to report on a full year of activity, with talks, discussion sessions, social events, and awareness activity. He stated: "We have had speakers dealing with a variety of topics – the GP's view, incontinence, prostate cells, Talking Therapies, allocation of PCUK funds, why cells turn into cancer cells, the community area of the PCUK site, Erectile Dysfunction and improvements in robotic assisted treatments. The average attendance at these talks has been around 50 plus. We have also had a couple of more informal meetings where members exchanged ideas.

Much of this programme was arranged by Beverley Skelton who continues to provide an invaluable service to us. Many thanks to Beverley.

I should also like to thank on your behalf the other members of the committee; In particular I should like to mention two who are leaving the committee, having done their time:

- (a) GRAHAM COOK – his experience and support has been invaluable to me personally and the group as a whole and he did us all a great favour by working on the finances after the sad death of our treasurer, Keith Hunt.
- (b) DAVID PRIEST – a very hard working and supportive committee member who has done invaluable work "meeting and greeting" and keeping up to date records of membership.

I should also like to mention:

- a) STEVE PARKINSON – who produces a very high quality newsletter, detailing information about the meetings and other PC related topics which he has researched elsewhere. His efforts have been given added class this year by the superb photographs taken by STEVE SMYTH.
- b) STEVE MURPHY – Steve has had a challenging year – moving house has proved to be a very long term affair, but he has stuck to the task and made a very efficient secretary.
- c) CHRIS WEBB – Chris, our IT and equipment man, has been crucial in bringing our equipment up to date and making it easier for IT dummies like me to use it. He is also our Safety Officer, has spearheaded the move for changes to the constitution and has volunteered to deal with the record – keeping side of membership.
- d) CHRIS ADDISON – has been a very active member and was particularly responsible for the organisation of the talk given by Susan Tyne.
- e) FRANK JIGGENS – has taken on the Awareness post with enthusiasm and will be looking for supporters for tomorrow's Awareness Stand in

Broad Street Mall.

We have also been indebted to the continued support, help and advice from ex-chairman STEVE ALLEN, who gave a great talk to us last month.

My thanks too, to my wife Karin and to Sue Parkinson for the work they do providing the refreshments at our meetings.

On your behalf, I should like to say a great thank you to all these people.” A thank you was proposed by the audience to Ted for his work as Chairman.

6. Changes to the Constitution

Chris Webb addressed the meeting as to the proposed amendments. The first relates to awareness and Chris stated that the intention behind the amendments was to reflect the many changes within the group since the original Constitution, and to specifically state that one of our major objectives is to spread awareness of prostate cancer.

The reference to the Medical Liaison Officer being appointed by the hospital requires deletion.

As we need as many committee members as possible, this is the reason for suggesting “persons” rather than a specific number.

The bank requires two cheque signatories to be registered with the bank. The wording in relation to the Medical Liaison Officer has been changed and provides that Beverley Skelton also arranges guest speakers.

The position of Webmaster has been created because our IT facilities have been expanded and back up facilities are available. The Webmaster will also be the Archivist who will collect information for storage in a central place.

The role of “Meet & Greet” has not been recognized previously and is one a committee member should perform. Members can be co - opted onto the committee to perform specific tasks.

It is proposed that the quorum at AGM's be changed to 20 and at EGM's to 5. The meeting agreed the former but following discussion the membership also adopted a quorum of 20 for EGM's.

The changes to the constitution were proposed by Beverley Skelton and seconded by Peter Reader.

7. Volunteers for New Committee Members

The Chairman requested volunteers for new committee members to come forward now or in the future, membership is not gender specific. Volunteers are requested to make themselves known to the News Editor, Steve Parkinson.

The current committee members were re-elected by a show of hands from the membership.

8. Any Other Business

None.

There being no other business, the Chairman closed the annual general meeting at 20.15.

The date of the next AGM will be 2nd March 2018.

Chairman.....

Date