

READING PROSTATE CANCER SUPPORT GROUP ANNUAL GENERAL MEETING

Minutes of the Annual General Meeting held online via Zoom on Friday 4th March 2022 at 18:45.

Present: 38 RPCSG members including 2 partners.
8 guests from other support groups.

Chairman Chris Addison introduced the meeting and welcomed all members and guests to the meeting.

1. Apologies for Absence.

No apologies for absence had been received.

2. Approval of the Minutes of AGM of 5th March 2021

Members had been notified of the minutes before the meeting. No issues were raised and so the minutes were deemed to be approved.

3. Matters arising from the Minutes / Action Points.

No actions had been placed at the meeting of 5th March 2021 and there were no 'Matters Arising' from that meeting.

4. Approval of the Minutes of EGM 5th February 2021.

The EGM of 5th February 2022 concerned changes to the Constitution to improve efficiency of the committee functions and had been sent to all members by email before the meeting. No issues were raised and so the minutes were deemed to be approved.

5. Treasurer's Report.

Treasurer Richard Joyes had provided the audited 2021 financial accounts that had been sent by email to all members before the AGM along with some explanatory notes.

In reply to a query Richard explained that the notes mentioned that two donations had been committed but the second of these from the Silver Band had been received after the 31st December 2021 and so will appear in the accounts to the end of 2022.

The Chairman thanked Antony Steven for arranging our awareness session with the Silver Band in Sandhurst.

Richard also explained that the accounts show a loss during the year to the end of 2021 of about £600 that was mainly attributable to:

- The cancellation on account of Covid of all except one of our in-person meetings in the church hall resulting in a loss of income from the serving of refreshments.
- Additional costs due to the Covid pandemic.

No other queries were raised and hence the accounts were unanimously approved.

Richard was thanked for his work in the preparation of the accounts.

6. Chairman's Report.

The report by Chairman Chris Addison had previously been delivered by email to all members and is reproduced as follows:

READING PROSTATE CANCER SUPPORT GROUP
ANNUAL GENERAL MEETING
FRIDAY 4th March 2022 via Zoom at 6:45 pm

CHAIRMAN'S REPORT

In the last 12 months the Covid situation has continued to affect our activities. By carefully observing Covid restrictions during the year we have been able to carry on, maintain contact and provide support for all of our members. The continued use of Zoom has enabled some of our friends in other prostate cancer support groups to join in with our informative meetings.

I hope that things can only get better in 2022 and that our meetings will return to something like normal in the foreseeable future.

Here is an account of our achievements over the last year:

GROUP MEETINGS

In the past year we have managed to hold all 12 of our planned monthly meetings whilst observing all the applicable covid precautions. Of these, six were held using Zoom with guest speakers with a variety of interesting topics and four were Zoom sessions of 'Questions and Answers' that are a good opportunity to ask questions answered without the need for a consultation. The remaining two meetings were the November hybrid meeting and the December meeting was the Christmas social.

In November 2021 the covid rules relaxed a little and we submitted a risk assessment to the administrators of the church hall enabling meetings to be held

in person. Our November meeting was our first hybrid meeting. This was successful after a few technical problems had been resolved.

The December 2021 meeting was our Christmas Social held in the church hall. Covid precautions were taken and there were 33 guests attending the buffet served by our usual caterer Mange Bien, and a quiz and raffle. The occasion was very enjoyable and understandably the attendance was less than usual, however this gave us some more space for social distancing and the event managed to achieve a small but welcome financial surplus.

From January 2022 and on we reverted back to Zoom meetings on account of the Omicron variant.

I am pleased that we were able to maintain contact and support for members during the past year and also pleased that the walks and coffee mornings continued throughout (more details later in this report).

PHAROS

The newsletter Pharos continued to be issued throughout the year and kept us informed of the group's activities. The newsletters continued to provide detailed reports on speakers' talks and the Questions & Answers sessions.

AWARENESS

We held three Awareness events in 2021: one on 8 August at a classic car show held at Newbury Racecourse; another on 4 September in Reading Broad Street outside M&S at which we handed out a record number of information booklets; and thirdly, at The Meadows Centre, Sandhurst, where we were accompanied and sponsored by the Sandhurst Silver Band who gave a donation of £250 to our funds. Finally, we have applied for a pitch outside M&S in Reading Broad Street for 2 July 2022.

SOCIAL ACTIVITIES

The Summer Social due in 2021 was again cancelled due to the covid rules. We intend to have a Summer Social on the 24 June 2022 and hope that the covid rules will allow us to hold this event.

WALKS

Organising walks throughout 2021 was challenging due to the ever-changing Covid rules and the unexpected arrival of the Omicron variant towards the end of 2021. By careful planning of the walks and observing Covid precautions at all times, we managed to hold all of our 12 planned walks. These were very enjoyable occasions, including two sessions each of two popular walks, those starting at the Barley Mow Slipway, Dogmersfield, and two walks from the village of Hambleden.

Many thanks to Richard Brown for a very successful programme of walks during these challenging times.

COFFEE MORNINGS

With one exception all of our coffee mornings were held outdoors and thus helped to minimise the risks of covid. The majority were held at The Cunning Man in Burghfield that is a very suitable location. A spectacularly successful coffee morning at the Cunning Man took place in September 2021 at which there were 19 participants in superb weather. We should be able to continue the coffee mornings throughout 2022. Thanks to Richard Brown for arranging the coffee mornings.

COMMITTEE

I am grateful to the other 11 members of the RPCSG committee, who have tirelessly met regularly to ensure the smooth and continued running of the group. Since the previous AGM the committee continued to use Zoom for the monthly committee meetings until September 2021 when the meetings became hybrids in which some committee members met in person at the home of a committee member whilst others joined by Zoom.

I would like to take this opportunity to remind all members that they are most welcome to join the committee. The committee meetings are very enjoyable occasions and any group member is most welcome to join without any obligation. Please contact me if you would like to give it a try.

Committee Members

There are currently 12 people on the committee. I welcome two members who have joined the committee during 2021 – Peter Dawe and Antony Steven. The other 10 committee members and their roles can be seen in our web site in the 'About Us' tab.

I have decided to stay as the Chairman for a further year at most and Steve Parkinson will serve as Secretary. This latter role was recently reduced to Minuting Secretary only. Steve is currently also acting as the Editor of the newsletter and would like pass on this role to a member. So, if anyone would like to try their hand at writing newsletters, they will be most welcome. This role is very enjoyable and not overly demanding as one newsletter is written every month consisting mainly of an account of the month just completed and occasional inclusion of photographs taken at events.

The role of refreshments co-ordinator is also vacant, this includes the important task of bringing along the refreshments to each of the in-person meeting and helping to arrange a rota of helpers in the kitchen. When we revert to hybrid meetings then this role will become more urgent. Please contact me if you would like to give a try to joining the committee without obligation or if you would like to carry out any of the roles.

Committee members have been involved in many other organisations and held meetings with Thames Valley Cancer Alliance, PCUK and Tackle Cancer Support, as well as running our support helpline.

I wish you good health during 2022 and welcoming you to our many meetings and events.

Chris Addison
RPCSG Chairman

7. Election of Committee Members.

Peter Dawe and Antony Steven stood for election to the committee. There was no dissent and so these two members were elected to the committee.

Six committee members were due to be re-elected to continue their term on the committee for a further 12 months. These members are:

Christopher Addison – Chairman:
Steve Allen – Awareness Officer
Richard Brown – Walks Organiser
Richard Joyes – Treasurer
Alex Miles – Social Secretary
Steve Parkinson – Editor & Acting Secretary

In one vote for all of the six members there was no dissent and hence the members are elected to continue their term on the committee for the next 12 months.

A query about the other committee members was raised. It was explained that under the Constitution as revised in February 2022 the other committee members are within their first three years of service and so are not due for re-election until the end of their three years of service.

8. Any Other Business.

A question was raised about our in-person meetings. After a trial of our hardware we intend to resume in-person meetings in the church hall probably with Zoom connection (i.e. hybrid meetings) later in the year.

9. Date of next AGM.

The proposed date of the next AGM is the 3rd March 2023.

The Chairman closed the Annual General Meeting at 6:56 p.m.