

EILEEN TRUST

Minutes of a Meeting held on 26th February 2003 at Alliance House, 12 Caxton Street, London SW1H 0QS

PRESENT:	Mr Peter Stevens	Chairman
	Mrs Sue Phipps	Trustee
	Mr Roger Tyrrell	Trustee
	Mr Pat Spellman	Trustee
In Attendance:	Mrs Ann Hithersay	Secretary to the Trustees
	M/s Claudette Allen	Social Worker
	Mr Rodney Shepherd	Finance Officer
Apologies:	Dr Mark Winter	Trustee

03.01 Minutes of the Meeting held on 11th October 2003

The Minutes were approved as a true record.

03.02 Matters Arising from the Minutes

Case 5070.

It was confirmed that payments to this widow would cease with the March payment. The widow had received 2 letters advising her that payments would cease unless there was a continuing reason why she was in need but there had been no response from her.

03.03 Secretary's Report and Statistics

Trustees discussed possible action to be taken where efforts made by the Trust to gain up to date information on registrants or families of dependent children meet no response. The 'ultimate weapon' of ceasing to make payments was considered. It was felt that where the Trust was making payments in accordance with an earlier agreement it would be difficult to simply stop them. However at times it might be necessary to write via the bank into which payments were currently being made, just in case the individual had moved and failed to advise the Trust of their new address.

It was also agreed that this year Glazer's, the Trust's Auditors, should be asked to write to each registrant of the Trust to seek confirmation of payments from the Eileen Trust during the year. A further census form would also be sent out to all registrants this summer. On this occasion current details would appear on the form and people would be asked to confirm or change these which should make the task easier and the return rate higher.

Trustees also asked for a long term review of Case 5039 for the next Trustee Board Meeting in June.

03.04

Financial Reports to 31st December 2002

(i) Summary of Grants & Payments

The Finance Officer pointed out that Regular Payments and Single grants had increased during the year due to two new registrants joining the Trust. It was also noted that a high proportion of single grants continued to be made to one family of 'orphan dependents.'

(ii) Investment Report

The Finance Officer said that at present the top-up payment received from Government last year was being held in an interest bearing deposit account with Lloyds TSB. It was agreed that RS and AH would see if a better performing deposit account could be identified so that these funds could earn more income.

(iii) Management Costs Summary

The Finance Officer said that the majority of costs related to management activities were transferred from the Macfarlane Trust on an agreed formula approved by The Department of Health when the Trust had been set up in 1994. Directly incurred costs were shown in bold type and referred to Trustee Expenses, Audit fees and any legal costs that related solely to the Eileen Trust.

(iv) Expenditure Forecast – Trust Fund

The Finance Officer had circulated a financial forecast for the Trust Fund. The model was based on assumptions about current and future levels of Trust monthly payments and confirmed that at projected expenditure rates, further top up funding would be needed in Year 4. It would be possible to use this model to project 'best case and worst case' scenarios.

The Chairman suggested that it would be possible to revisit each Eileen Trust case and see if there were more appropriate ways of providing financial assistance to them. The formula based on receipt of state benefits and family status was not necessarily the most effective way of helping people.

03.05

Department of Health Report

The Chairman reported that he and Ann Hithersay would be meeting Hazel Blears, the Minister responsible for 'blood policy', the following day. He had sent Hazel Blears a 'Position Paper' which was tabled to Trustees. The Chairman would be asking for a further Government commitment to continue to support the Eileen Trust. He would tell the Minister about current financial planning and reviews and explain that current financial planning was based on an assumption of continuing payments from The Department of Health.

Trustees raised the possibility of Government ceasing to fund the Eileen Trust at some future date. The Chairman agreed to report on his meeting with Hazel Blears at the next Trustee Board Meeting in June.

03.06

Case Reviews

(i) 5015 – Dependents:

5015D1

Trustees agreed that this adult dependent should receive monthly payments until her 26th birthday [GRO-A].03]. The Trust should continue to contribute to the Car Loan until the car was paid for and should take any steps possible to ensure that by the time Trust support ceases, [GRO-A] is adequately housed.

5015D2

Trustees should continue to provide monthly payments to this young man until he is 25. He has moved to Cornwall but is currently unemployed but hopes to find summer work. The Trust has recently helped with costs of repairing malicious damage to his motorcycle by another tenant in the house where he lives. Keep this case under review.

5015D3

This young man is now 18. He has received part of his payment held in Trust from Master Turner and is awaiting sale of stocks to top up the payment. [GRO-A] is current employers close the pub where he works for January and February each year and [GRO-A] is currently looking for temporary work at a local garage. As the [GRO-A] is due to retire later in the year, it is possible that [GRO-A] will move in with [GRO-A] if and when she finds somewhere suitable to rent. Trustees agreed to support this young man with monthly payments up to the age of 25, if need be.

(ii) Cases 5087 & 5087A

It was reported that staff had been doing much work with this family. Susan Daniels, Independent Financial Adviser, had

arranged for a Will to be drawn up for [GRO-A] and for a Trust Fund to be established with some of her Regular Payment arrears for the benefit of her two older children. Carol Clisby, Benefits Adviser and Claudette Allen, Social Worker are working with the family to ensure that all financial matters are as secure as possible; that benefit payments are in order and that all household bills are put onto direct debit so that arrears of payment cannot build up.

The Department of Health have instructed a solicitor to set up a Trust Fund for 5087A so that her capital payment increases in value during the period until her 18th birthday.

(iii) Case 5023

It was reported that following lack of response to letters from the Trust over the past 2 years, AH had called the house and spoken to 5023 and then to her mother. This young woman has learning difficulties and chronic illness. Her mother disclosed that because her daughter does not know how ill she is, it is difficult for the family to be open about her illness. [GRO-A] has spent a great deal of the past year in hospital and at present has right ventricular heart failure and a falling CD4 count which makes surgery impossible. AH had suggested that the mother apply for grants from the Trust as appropriate.

03.07 Applications & Cases

There were no applications for grants.

03.08 Social Work Report

The Social Worker's Report was noted. The Chairman said he was pleased that staff were making efforts to establish registrants' needs and make life better for people. If some people chose not to respond to Trust enquiries or ask for help there was little more we could do.

03.09 Any Other Business

(i) NCVO Conference for Trustees

Information about this conference in March was circulated. Roger Tyrrell agreed to go to the Conference and report back to Trustees at the next meeting.

(ii) Date of next Meeting

The next Eileen Trust Board Meeting would take place on Wednesday 11th June 2003.