

THE EILEEN TRUST

Minutes of the meeting held on 13th October 2004 at Alliance House, 12 Caxton Street, London SW1H 0QS.

PRESENT	Mr P Stevens	(Chairman)
	M/s Sue Phipps	(Trustee)
IN ATTENDANCE	Mr M Harvey	(Secretary)
	Ms J Cohen	(HSS)
	Mrs SJ Daniels	(IFA)
APOLOGIES	Dr Mark Winter	(Trustee)
	Mr R Tyrrell	(Trustee)
	Mr P Spellman	(Trustee)

04.49 Minutes of the meeting held on the 9 June 2004

The minutes were approved as a correct record.

04.50 Matters Arising from the Minutes

04.42 – 5039. The letter from the father of the registrant was noted. It was resolved that the respite break should be approved in line with minute 04.42c)

04.40- The Secretary confirmed that PIM will be invited to the next meeting of the board of trustees to give a presentation of investment performance to date.

Having noted the most recent registrant's circumstances. It was agreed that the possibility of a new registrant as outlined in the accompanying correspondence form the Tayside NHS Trust would be followed up.

04.51 Secretary's Report

The Board noted the report.

04.52 Financial Reports to 30 September 2004

- 1) The grants and payments summary was noted.
- 2) The investment report for the period was noted.
- 3) The management accounts for the period were noted.
- 4) The accounts for the year to 31 March 04 were approved and signed by the Chairman and Secretary. The board agreed, subject to any legislative requirement, that the penultimate item at the bottom of the consolidated statement should be removed.

a) It was resolved that PIM be invited to give an annual report on the performance of investments held by the TET at their next meeting.

b) The Chairman asked for a new schedule of case numbers summarising each individual's circumstances and the amount of support that the Trust now gave. It was agreed that the schedule could refer to beneficiaries by name.

c) 5087 – It was resolved that the Trust would continue to support the payment of the mortgage for the time being pending resolution by the DWP*. It was further resolved that the Trust accounts should cumulatively apportion payments, exclusive from the mortgage, to the dependent registrant and that a notional rate of interest should be applied to that accumulating figure annually. At the dependent registrant's 18th anniversary, or such other date as the trustees determined, she should be contacted and the capital sum and interest accrued should be made available to her. If there was a need for any direct assistance for medical treatment or some other such need, then funds could be made available prior to the anniversary date.

The board further resolved that Mrs Daniels, in her capacity as an executor and in view of her familiarity with the case would continue to manage the situation.

* this arose directly from the previous Benefits Adviser exceptional work in seeking the involvement of the DWP as to their duties in respect of the mortgage. The DWP's commitment would be a matter of regular review.

04.53 Department of Health Report

There was no formal report from the Department. The Chairman briefed the board on current developments in respect of trust governance and that the Eileen Trust would remain a stand-alone trust. A meeting with the Department was being arranged for some time in November.

04.54 Applications & Cases

There were no applications or cases other than those dealt with separately on the agenda.

04.55 IFA Report

The report circulated with the agenda was noted. The following cases were considered.

5009 – noted.

5007 – the respite break was agreed.

5006 – to discontinue the £100.00 regular payments having given the usual period of notice.

5087 – refer to minute 04.52(C) above.

5017 – The board resolved that this case should be kept under review.

04.56 – Office Grants

It was resolved that as soon as the revised office procedures for grants available from the Macfarlane Trust were available, should be made available to the board of the Eileen Trust to debate adoption or otherwise.

04.56 Any Other Business

It was resolved that the schedule of meetings in 2005 would be as follows:-

9.2.05 – 15.6.05 – 12.10.05. The venue would be Alliance House, 12 Caxton Street, London SW1 OQS.

The next meeting will be held on the 9 February 2005. The venue will be Alliance House, 12 Caxton Street, London SW1 OQS.

GRO-C