

THE EILEEN TRUST

Minutes of a Meeting of the Trustees held at Alliance House
on Friday, 16th October 1998 at 10.45 a.m.

Present: The Reverend Prebendary Alan Tanner, Mr Kenneth Bellamy, Mrs Sue Phipps, Dr Mark Winter, Miss Pat Winterton.

In attendance: Frances Dix, Ann Hithersay

AGENDA

- 98.16 Minutes of previous meeting - 8th May 1998
- 98.17 Matters Arising - Case Update
- 98.18 Secretary's Report
(including statistics update)
- 98.19 Financial Reports to 31st March 1998 including:
 - (i) Summary of Grants & Payments
 - (ii) Investment Report
 - (iii) Management Summary
- 98.20 To receive and approve the Annual Report and Accounts to 31st March 1998
- 98.21 A. Case Reviews
B. Review of Widows, widowers and other Registrants
- 98.22 Variation to Trust deed - Update
- 98.23 Section 64 Grant Application
- 98.24 Any Other Business

Meeting Dates - 1999

98.16 MINUTES OF PREVIOUS MEETING - 8th May 1998

The Minutes of the meeting held on 8th May, 1998 were agreed and signed.

98.17 MATTERS ARISING

98.12 (i) 5009

Following a decision taken at the previous meeting to pay a widow the difference between her current income support payments and the old age pension that she was due to receive in five years time, Trustees had asked staff to provide information on the possible financial implications of this decision if similar payments were made to all Eileen Trust Widows. Paper AG98.17 had been circulated; this indicated that there were no other widows to whom similar payments might currently be made.

The Chairman pointed out that there were many widows within the Macfarlane Trust membership for whom similar payments would be very welcome, and it was difficult to take action in one Trust without considering implications

for the other. This was because when the Eileen Trust had been set up, The Department of Health had indicated that they expected the new Trust would adopt a similar pattern of payments to the Macfarlane Trust.

The Chairman said that beneficiaries of both Trusts were in a very privileged position because payments were not subject to income tax and were discounted for a range of State benefits. He was 'sounding a cautionary word' now because the recent Government decision not to make payments to people who had become infected with hepatitis C through contaminated blood products, could indicate a change in Government attitude towards those so infected. The Chairman also said that because the number of registrants of the Eileen Trust was so small it was unlikely that a 'top-up' of the original grant would be needed. This was just as well because The Chairman felt that a further payment from Government would be unlikely to be forthcoming.

98.12 (ii) 5048

Trustees enquired whether it had been possible to help this orphaned teenager gain further training for motorbike riding and maintenance, as had been suggested at the last meeting. The Social Worker said that many approaches had been made to the young man's local authority Social Worker, but as yet there had been no response.

98.18 SECRETARY'S REPORT

(i) Macfarlane Trust Staff Restructuring

The Secretary reported that the Macfarlane Trust staff team was being restructured in order to provide more qualified and experienced financial support and a full time Administrative Secretary.

An Administrative Secretary had been appointed, but it had proved more difficult to find the right person to fill the position of Finance Officer. The lead candidate had suffered the loss of a son in a tragic accident, and it was unlikely he would pursue the vacancy. Trustees and staff of the Macfarlane Trust were considering other avenues of recruitment.

(ii) Macfarlane Trust Strategic Review

The Secretary reported that the Strategic Review was reaching its final stages, and that any relevant information and trends revealed would be made available to Eileen Trustees in due course.

Trustees suggested that the Strategic Review Final Report should recommend that funding for administration of both Trusts should not come from Trust funds, and that all funding should 'put on a sound footing' for the future. It was also suggested that it might be appropriate to conduct a 'mini Review' of the Eileen Trust since it was believed that registrants would like to be given the opportunity to contribute information about their needs.

98.19 FINANCIAL REPORTS TO 30th SEPTEMBER 1998

(i) Summary of grants and payments.

Trustees pointed out that total figures for Single Grants shown in the Summary differed from those shown in the Final Audited Accounts. The Secretary was asked to ensure that those shown on the Summary accorded with audited figures.

Total figures for 1995/96 had been incorrectly added at some point. This should also be corrected.

The Audited Accounts for the year ended 31st March 1998 showed a deficit on the Management Fund of £3,713 at the end of the financial year. This had been caused by a one off payment to the Macfarlane Trust as a contribution towards expenditure on upgrading computer equipment to ensure Year 2000 compliance.

Trustees discussed the possibility of separating the Trust and Management fund in the Accounts, as had been done this year in Macfarlane Trust accounts. It was agreed that the Secretary would discuss the matter further with the Deputy Chairman of the Macfarlane Trust and would then instruct the auditors accordingly.

(ii) Investment Report.

The Investment Report was noted. Trustees were advised that the Charity Commission recommended that investments were split between Equities and Fixed Interest stocks. The Macfarlane Trust was aiming for a 70:30% split in investment portfolios. Trustees considered whether or not the Eileen Trust should adopt a similar policy?

Trustees agreed that whilst it might be appropriate to aim for a split between Equities and Fixed Interest stock, now was not the time to sell anything due to the current unstable state of the markets. Instead it would be prudent to look at the use, and rises and falls of investments over a 12 month period in both M&G and Schroder investment portfolios, and seek advice from Schroder when it would be appropriate to move towards an agreed split.

(iii) Management Summary.

The Management summary to 30th September 1998 was noted.

98.20 TO APPROVE THE ANNUAL REPORT AND ACCOUNTS TO 31.3.98

Following minor corrections and amendments, The Annual Report and Accounts for the year ended 31st March 1998 was approved.

98.21 CASE REVIEWS

(i) 5002: Application to give a grant to replace a washing machine.

Trustees considered the request and approved a grant on the basis of there being two significant health conditions that warranted a payment due to 'special need'.

(ii) 5074: Application for a grant towards continuing complementary therapy.

Trustees agreed to make a special allowance of £30 a month to an infected widow who depended greatly on the use of complementary therapies. The grant would be given for a period of six months whilst levels of regular payments were being reviewed.

(iii) Support for Registrants to attend a Women's Weekend with Macfarlane Trust 'positive women'.

Trustees agreed to fund Eileen Trust registrants who wished to attend the Seminar for 'positive women' due to be held shortly. The level of subsidy would be similar to that provided for Macfarlane Trust registrants, up to a maximum of £400 per person.

98.21b STATUS REPORT - WIDOWS AND WIDOWERS

A status report on all widows and widowers was considered by Trustees. The report indicated that all widows with dependant children and 4 widowers with dependant children were in receipt of regular monthly payments from the Trust. However, two widowers with dependant children were not currently receiving regular payments. For the sake fairness and consistency, it was possible that these widowers should also receive support.

The Chairman said that regular payments were being considered as part of the Macfarlane Trust Strategic Review; these payments were not given to 'jack up a State system that was inadequate'.

It was also suggested there had been an initial decision not to continue to support widowers if they remarried. Staff were asked to look into the marital status of the two widowers referred to.

98.22 VARIATION TO TRUST DEED

The Secretary reported that the Trust's solicitors, Paisner and Co, had recently written to the Legal Department of the Department of Health asking for a response to a request for them to approve the Deeds of Confirmation and Variation submitted to them in December 1997.

After discussion, Trustees agreed that if no reply was becoming by the end of the year, a letter should be sent to the Minister of State asking her to intervene on behalf of the Trust.

98.23 SECTION 64 GRANT APPLICATION

The Secretary reported that a Section 64 Grant application had been made for continued funding of the administration of the Eileen Trust. A response from the Department would not be forthcoming until early in the New year.

98.24 ANY OTHER BUSINESS

(i) Meeting Dates for 1999

The following Meeting Dates were agreed for 1999:

Friday 29th January;

Friday 7th May;

Friday 15th October

Meetings would continue to start at 10.45am

Draft by:

Ann Hithersay
Secretary to the Trustees

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