

Witness Name: Katherine Victoria Burt

Statement No.: WITN6392268

Exhibits: WITN6392269 – WITN6392280

**INFECTED BLOOD INQUIRY**

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**WITN6392274**

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THE  
HAEMOPHILIA  
SOCIETY

The Haemophilia Society  
Chesterfield House  
385 Euston Road  
London NW1 3AU

**MINUTES OF THE BOARD OF TRUSTEES MEETING**

**Wednesday 16 April 1997**

**Starting at 3.00 pm at the Haemophilia Society,  
3rd Floor Chesterfield House,  
385 Euston Rd, London NW1.3AU**

Telephone: 0171 380 0600  
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**Present:**

The Rev Prebendary Alan Tanner (Chairman), Mr Christopher Hodgson (Vice-Chairman), Mr Nicholas Lawson (Treasurer), Mr John Pepper, Mrs Jan Hardy, Dr David Evans, Mrs Norma Guy, Mr Gordon Clarke, Mr Keith Colthorpe, Mr Andy Cowe.

**In Attendance:**

Mr Tony Wilson (Chief Executive), Mr Graham Barker (Director of Services and Development), Mr Carlton Douglas (Membership Officer).

**T97.10 Apologies**

**T97.11 Minutes of last meeting held on 13 February 1997**

**T97.12 Matters arising**

**T97.13 Chief Executive Report**

**T97.14 Election & AGM**

**T97.15 Services/Campaign Update**

**T97.16 Sub Committee Reports**

**T97.17 Any other business**

**T97.18 Date and Time of Next Meeting**

**T97.10 Apologies**

There were no apologies, Mr Andy Cowe was delayed. All members of the Trustee Board were present.

**T97.11 Minutes of last Meeting Held on 13 February 1997**

The Chairman was reminded that the minutes for the trustee meeting taken prior to the previous meeting had not been distributed. This meeting only consisted of trustees, without staff members being present.

There was a correction on the second page, ninth paragraph;

"Mr John Pepper questioned the facts about the surplus and stated that care should be taken and reference should be made to the Society's overall cash position in relation to 1996(*should read 1997*). He felt income and expenditure should be as realistic as possible without drawing on reserves. He also observed that without the carried forward legacy surplus, the 1996(*should read 1997*) budget then becomes a deficit."

The minutes of the previous meeting held on the 13 February 1997, were then accepted as a true record of the proceedings.

**CARING FOR PEOPLE WITH HAEMOPHILIA**

Registered Charity No. 288260. A company registered in England and limited by guarantee. Registered Company No. 1763614.

#### **T97.12 Matters Arising**

There were no matters arising.

#### **T97.13 Chief Executive Report**

The Chief Executive gave a report on the budget for 1997. Mr John Pepper questioned the amount spent on legal and professional fees. The Chief Executive assured the trustees, the Society had budgeted for this. Mr Keith Colthorpe congratulated the Chief Executive on producing a clear budget.

The Chief Executive distributed a copy of the final draft of the new Bulletin. All the Trustees approved of the new layout. The Chief Executive also congratulated Mr Graham Barker and the staff for organising a successful women's weekend held in Oxford over 7-9 March.

#### **T97.14 Election & AGM**

##### **Election**

The proceedings and regulations for the 1997 Trustee Elections were discussed. The Chief Executive explained the process to nominate a member. There will be five vacancies up for nomination on the Board of Trustees.

Trustees who intend to stand for election as an officer in the 1997 Trustee Elections should make their intentions clear because their doing so would leave their present position vacant and therefore available in the elections. Voting will be undertaken separately for Chairman, Vice Chairman, and Trustee positions.

The Chairman proposed the number of positions for which a trustee could stand should be one position as an officer in addition to the normal position as a trustee. This was voted on and unanimously accepted.

Declaration of intention:

Mr Christopher Hodgson declared his intention to stand for Chairman and would therefore resign as Vice Chairman.

Mr Keith Colthorpe declared his intention to stand as Vice Chairman and would therefore resign as trustee.

There were some discussions surrounding the eligibility of trustees being elected into new posts, thus extending their length of service on the board over the six year limit. This would be breaching the rules presently laid down in the constitution. The Chairman asked the question whether the trustees wished the six years cut off rule to remain or allow for a transition to seven years in the case of a trustee being elected as an officer.

Mr Nicholas Lawson proposed the Board allow for an officer's length of service to be extended to seven years.

This was seconded by Dr David Evans and Mr Keith Colthorpe. The motion was accepted. There was one vote against and one abstention.

### **Annual General Meeting**

This years AGM will be held on 29 June at the Forte Post Hotel in York.

The Chief Executive informed the Board that the draft accounts will be forwarded from the auditors in two weeks time. It was decided that enough time would not be available to fully review the figures on the day of the AGM. A separate trustee meeting was therefore proposed for this purpose.

This was seconded by Mrs Norma Guy and unanimously accepted. The date decided on was 30 May, 12.30pm, at the Head Office, 385 Euston Road, London.

### **T97:15 Services/ Campaign Update.**

The Chief Executive updated the Board on the recent developments involving the Manchester parents and their court appeal. The Society is giving all its support. The success of the women's weekend in Oxford was also highlighted.

Mr Graham Barker gave a more detailed account of the recent developments surrounding the Hepatitis C campaign and the availability of recombinant factor VIII. Prospective MPs were being contacted to seek their support to the campaign.

Mr Graham Barker reported that discussions were continuing with a number of Health Authorities in an attempt to persuade them to purchase recombinant factor VIII. Mr Barker expressed his disappointment that some Centre Directors were not pushing hard enough for recombinant factor VIII for their patients. There are some children on recombinant in Wales but many are still denied access. Mr Andy Cowe mentioned that the Scottish Office were distributing increased funds to their local Health Boards. This should ensure that increase funds will be made available for the purchase of recombinant factor VIII.

### **Hepatitis C Information and Support Day**

This was held on 12 April at the Charing Cross Hotel and proved very successful. There was a wide range of work shops and Dr Sanjay Bhagani from the Royal Free gave a detailed account of the latest developments in the use of interferon and the combination of interferon and ribavirin. Those who attended, found the day very useful and beneficial.

### **HIV Women's Weekend**

This was held on 7, 8 and 9 of March at the Oxford Moat House. Mr Graham Barker summarised the event. A draft report was being prepared by Ms Chris Harrington. The event was over subscribed and very successful. It was agreed that similar events should be held in the near future.

The Trustees discussed the employment of the HIV worker. It was agreed that a joint meeting be arranged with the Macfarlane Trust and the Society, to prevent duplication of services.

It was reported Birchgrove Wales had received funding from the National Lottery for the employment of a children's worker. The policies of the National Lottery vary around the country and regional groups appear to be more successful at securing funds.

### **T97:16 Sub Committee Reports**

The Parent Task Group Meeting will be taking place next week. The Membership and Task Group Meeting and the Hepatitis Meeting were postponed until further notice after the office move.

#### **T97.17 Any other business**

Mr Christopher Hodgson informed the Board that the evaluation of the caravans by the caravan company needs to be completed before any decision can be made on the discount that can be offered to the Society's members. The results are expected soon.

Mr John Pepper informed the Board that the Northern group require weekly reports on recombinant factor VIII update.

Mr Gordon Clarke reminded the trustees about the decision made to meet with the staff at the head office and become acquainted with individuals and this was agreed that an occasion should be arranged for this meeting to take place.

The next Target newsletter will be published after the completion of the office move.

#### **T97.08 Date and time of next meeting**

The next trustees meeting will be on the 30 May 1997, 12.30pm at the Haemophilia Society new office, 3rd floor Chesterfield House, 385 Euston Road, London NW1 3AU

Signed:

GRO-C: Chris Hodgson

Date:

24th July 1997