

THE EILEEN TRUST

**Minutes of the meeting held on 5 May 2010
at Alliance House, 12 Caxton Street, London SW1H 0QS**

PRESENT Mr P Stevens (Chairman)
 Mrs E Boyd
 Mr R Mishcon
 Mrs S Phipps
 Mr P Spellman

IN ATTENDANCE Ms Susan Daniels (Case Officer).
 Mr M Harvey (Secretary)

207.10 Apologies for Absence
 There were no apologies.

208.10 Minutes of the meeting held on 24 February 2010
 The minutes, previously circulated, were approved as a correct record subject to inserting "net" before annual in line 6, paragraph 4 of minute 202.10.

209.10 Matters Arising
 The Secretary reported that the non-discretionary disbursements to all eligible persons had gone well with no identifiable mishaps. In answer to a question, the Secretary believed that the historical behaviour of the Department of Health where the funding allocation was made on an informal three year cycle would remain the case under the new funding regime. He opined that the method deployed to calculate the discretionary disbursement allocation for both Trusts was illogical but that it was likely to remain in place for three years based on the Department's past behaviour as previously referred to.
 The Secretary reported on a joint meeting between him and the Head of the DWP/Jobcentre Plus (JCP) Fraud Investigation Service in respect of the HMRC/DWP data matching exercise that highlighted unusual changes in the financial circumstances of individuals such as infected beneficiaries of the Eileen Trust. He advised the Board that the joint letter will be made available to the Trust's Case Officer and that a copy of the Circular currently being drafted by the Trust's Benefits Advisor and officials from Jobcentre Plus would be ready shortly and that the circular reminding desk officials at JCP of the status of payments made by MFET and the need for sensitive management of case inquiries.

The Finance Manager apprised the Board of the schedule of non-discretionary and discretionary disbursements as set out in paper 212.10 for the 2009/10 year just finished and for 2010/11. The Finance Manager was congratulated on her objective and professional approach to the disbursement of the non-discretionary payments arising from the implementation of the Government's response to the Archer Inquiry Report.

210.10 Discretionary Disbursements to the Infected Community

The Case Officer reported that all beneficiaries were quite happy with the arrangements agreed.

211.10 Discretionary disbursements to the non-infected community

The Board noted a discussion paper entitled "Disbursement Policy for the non-infected community" that would shortly be considered by the Macfarlane Trust's Support Services Committee. The Board noted the paper with interest but felt that it was not appropriate for the purposes of the Eileen Trust at present.

212.10 Financial Reports and Matters

The Reports were noted.

It was agreed that the arrangements for managing the retained reserve portfolio should remain as they are.

The uplift in the agency fee for 2010/11 of £2,000 to £17,500 was agreed.

It was noted that the Case Officer reported that arrangements were in hand to visit 5058.

The Draft Annual Report & Accounts that had been tabled were noted. The Chairman asked that members of the Board review the text and give him their views within the next 7 days.

213.10 Case Officer's Report

5072 – The Case Officer reported that she was seeking to negotiate down the Lloyds TSB Loan from £32,000 to c. £15,000 which, if agreed, will be met by the Trust. If this was the case, the Case Officer felt that 5072 could reasonably manage a debt reduction programme in respect of all other debts. The Board were keen that 5072 should be encouraged to destroy other credit cards as part of this arrangement.

5054 – It was agreed that an additional discretionary £250 pcm be paid and that if any request for repair and refurbishment works to the house were made, sympathetic consideration would be given.

5085 – The Board noted the distressing medical circumstances surrounding the daughter.

The remainder of the Case Officer's report was noted and she was thanked for her continuing diligent and sympathetic work with the Trust's beneficiary community.

214.10

Any Other Business

The forthcoming event and draft programme was discussed. The Board noted that the Event Coordinator would be finalising the programme shortly.

The next Board meeting would be on Wednesday 27 October at 10.30 am at Alliance House.

There being no other business, the meeting concluded at 11.30 am.