

THE EILEEN TRUST

Minutes of a Meeting held at Alliance House, 12 Caxton Street W1
on Friday 29th January 1999.

PRESENT: The Reverend Prebendary Alan Tanner OBE, Chairman
Mr Kenneth Bellamy, Trustee
Mrs Sue Phipps, Trustee
Dr Mark Winter, Trustee
Miss Patricia Winterton, Trustee

IN ATTENDANCE:

Mrs Ann Hithersay, Secretary to the Trustees
M/s Fran Dix, Social Worker

99.01 MINUTES OF THE MEETING HELD ON 16.10.98

Minutes of the Meeting held on 16th October 1998 were agreed as a true record.

99.03 MATTERS ARISING FROM THE MINUTES

98.18(ii) Secretary's Report – Strategic Review

The Macfarlane Trust had completed the Strategic Review and a Report had been submitted to the Minister of State for Health. At the last meeting of Eileen Trust, the possibility of carrying out a similar Review of needs of the remaining registrants, had been raised. It would be useful to carry out a Mini-Review of registrants before Macfarlane Trustees met with the Minister of State. It would then be possible to highlight the similarities and differences between the two groups of beneficiaries.

Dr Winter pointed out that the death rate amongst Eileen Trusts registrants had been much higher than that of Macfarlane Trust registrants. This was because, in most cases, patients were seriously ill when they received contaminated blood or tissue products.

98.18(ii) Secretary's Report – Staff Restructuring

The Secretary reported that the restructuring of the Macfarlane Trust staff group was almost complete. A Finance Officer had been appointed and would be taking up post on Monday 1st February. George McGregor Dallas (Rab) had an Army background. Rab had also spent two years working in a financial and administrative capacity for the Women's Section of the Royal British Legion. Before that, he had worked at The Baltic Exchange before it was bombed.

99.03 SECRETARY'S REPORT

The Secretary reported that Angela Callaghan and Funmi Hassan would be leaving the Trust at the end of January. Funmi had been employed on a permanent basis, and latterly on contract, for almost 6 years. Angela had worked for the Trust for two years. Both members of staff would be missed; they had served the Trusts well and had been fun to work with.

The Eileen Trust had been very 'quiet' since the October meeting, and there had been no deaths for almost a year.

Trustees commented that Registrant categories shown in the Statistics Report needed further investigation. In particular, there was some possibly misleading information about 'disabled' 'living and deceased' and 'dependant children'. Staff agreed to investigate categories and report any anomalies to the next meeting.

Trustees questioned whether Registrants were sufficiently aware of the benefits they might approach the Eileen Trust for. It was agreed to produce a 'Mini-Handbook' to circulate to all registrants and dependents.

99.04 FINANCIAL REPORTS

- (i) Summary of Grants and Payments
The Summary was noted. It was pointed out that the total of December payments had been added to the total Year to Date payments twice. The Secretary would issue corrected copies of the Report with the Minutes of the meeting.
- (ii) Investment Report
After discussion it was agreed that it would be necessary to seek advice from Investment Managers on the best time to transfer some of the investment holdings into cash or fixed interest stock. However, all Trustees agreed that now was not the time to make such a transfer. The Secretary agreed to contact Schroders for advice.
- (iii) Management Expenditure
The Report on Management expenditure was noted. Expenditure was in line with budget. It was pointed out that, as yet, The Trust had not received confirmation of the Section 64 Administration Grant for the following year. The Secretary had been in touch with Mr Charles Lister, our contact at the NHS Executive during the week, but had been told that decisions were 'with Government'.

99.05 CASE REVIEWS

Case 5002.

After discussion it was agreed to backdate the Regular Payment supplement in full to the time the DLA High Care award had been made to the Registrant. It was also agreed to contribute £400 towards attendance at an International

Conference on HIV/AIDS in Poland, and a further grant of £500 towards the cost of a new bed.

Case 5039

Two grants were approved: A Travel Card grant for the son of a deceased Registrant, and grant of £1200 as a contribution towards holiday respite costs for the daughter with learning difficulties.

Case 5048

Trustees approved grants totalling £435 to contribute towards the cost of driving lessons and tools for this young man whose parents and brother died of HIV infection, and who is now in the care of the Local Authority. Trustees said that if further funding was required for tools, the Social Worker could approve without reference back – up to limit of £500.

Trustees also suggested that the Social Worker make it very clear to the Local Authority that support from the Eileen Trust for this young man would continue until he completed his higher education and training.

Case 5082

A grant of £175 was agreed to contribute towards the cost of loft insulation.

99.06 VARIATION TO THE TRUST DEED

The Secretary reported that she had written to our contact at the Department of Health about the delay within the Legal Department to granting approval of the Variations to the Trust Deed, submitted to them in December 1997. The matter had also been raised by the Trust's Solicitors: Paisner and Co, but as yet no progress had been made.

Trustees stressed that when the Chairman met Baroness Hayman to discuss issues raised in by The Macfarlane Trust's Strategic Review, the poor response of the Department's Legal Advisers should be brought to her notice.

99.07 SECTION 64 GRANT APPLICATION

The Secretary reported that there had been no further information on our Section 64 Grant application since it's submission to the Department in September. We had received an acknowledgement, and had been allocated a 'Case Officer', but indications were that a decision on Section 64 Grants was awaiting Government approval.

This matter should also be brought up when the Chairman met the Minister of State to discuss the future of both Trusts.

99.08 ANY OTHER BUSINESS

Date of Next Meeting: the next meeting would take place on Friday 7th May 1999 at 10.45am.