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THE EILEEN TRUST

Minutes of a Meeting of the Trustees held at Alliance House  
on Thursday, 25th November 1993 at 10.45 a.m.

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Present: The Reverend Prebendary Alan Tanner, Dr Mayne,  
Mr Palmer, Ms Phipps, Miss Winterton

In attendance: Wg Cdr Williams, Mr Williams

AGENDA

- 93.24 Minutes of previous meeting - 8 Sep 93
- 93.25 Administration
- 93.26 Investments
- 93.27 Registration/Statistics
- 93.28 Grants and Assistance
- 93.29 Grants and Payments Policy
- 93.30 Any other business

93.24 MINUTES OF PREVIOUS MEETING - 8 September 1993

A typographical error was pointed out. Subject to this correction it was proposed by Miss Winterton and seconded by Dr Mayne that the Minutes be approved and this was agreed unanimously.

93.25 ADMINISTRATION

The Secretary reported on the following points:

- a. **Registration with the Charity Commission**  
This had been formally approved on 4th November (Registration No: 1028027) and had since been notified to the Inland Revenue.
- b. **Section 64 Grant** A grant of the full amount requested (£25,000) had recently been approved and it was expected that payment of the first half of this would be received shortly.

c. **Payment to the Macfarlane Trust** Following the signing of the service agreement the Macfarlane Trust had presented a bill for the first half-year April-September of £7,750 and this had been paid.

d. **Office and Staff Matters**

1. Refitting and redecoration of the offices was now complete and no further disruption was expected.
2. The Trustees of the Macfarlane Trust had decided that a proportion of the staff charges made on the Eileen Trust would be passed on to the staff who were therefore now receiving a bonus payment conditional on the continuance of the agreement between the Trusts.

**93.26 INVESTMENTS**

The Secretary reported that the delay in receiving the Registration from the Charity Commission had meant that the reinvestment agreed by the Trustees could not proceed and hence all the fund was currently still held in the Bank Premium Interest account. Action was now in hand to transfer the funds as agreed by the Trustees.

**93.27 REGISTRATION/STATISTICS**

A summary had been circulated (Annex A). The Trustees noted the very slow increase in registration and discussed methods of reaching other people who may be eligible.

The Secretary said that drafts for a publicity leaflet and covering letter for a second trawl of those who had received compensation had been sent to the Department of Health but their comments had not yet been received.

The Trustees agreed that this procedure should help increase the number of registrations from people already "in the system" but were concerned as to how many people there might be who had not even heard of the settlement, let alone the Trust.

After some discussion it was agreed that a publicity programme should be attempted through public and voluntary bodies which might come into contact with people eligible. It was agreed that the Trust should put an entry into the National Aids Manual and also send a letter to HIV Co-ordinators and other organisations that might be able to help.

#### 93.28 GRANTS AND ASSISTANCE

A summary had been circulated. A corrected version of this is at Annex B.

Mr Williams briefed the Trustees on the progress of the arrangement of a mortgage to assist in improving the housing of a registered child. The Trustees complimented and thanked Mr Williams for his work on this project, and provisionally agreed a further grant if the application to GRO-A for use of some of the boy's funds was not approved. (Post meeting note - GRO-A gave his approval.)

#### 93.29 GRANTS AND PAYMENTS POLICY

Mr Williams circulated a reminder of the scale of regular payments currently made by the Macfarlane Trust and a range of projections of costs to the Eileen Trust to adopt a comparable system (Annex C).

There was a general discussion on the principles involved and on the financial implications.

The Trustees agreed that in principle they would wish to support a system of regular payments which would afford Trust members parity with members of the Macfarlane Trust.

It was noted that in the current financial year this could probably be achieved within the Trust income. In a full year it would become necessary to use capital as well as income to maintain such a system but the Trustees agreed that the forecast of likely expense would fall within acceptable limits and that the risk of a build-up to the 'worst case' forecast was small enough to be acceptable.

It was proposed by Ms Phipps and seconded by Miss Winterton that rates of payment similar to those used by the Macfarlane Trust should be introduced with effect from January 1994. This was approved unanimously.

**93.30 ANY OTHER BUSINESS**

It was agreed that the date of the next meeting be changed to Wednesday, 26th January.

The Chairman thanked everyone for their participation and the meeting was closed at 12.30 p.m.

GRO-C

Drafted by  
17 December 1993

✓ John Williams  
Secretary

**Annexes:**

- A - Registration & Statistics (not with draft)
- B - Grants Summary
- C - Regular Payments Estimates

## Grants and Payments to 18 November 1993

## Grants

		£	
Aug 93	5	2220	
Sep 93	1	102	
Oct 93	0	-	
Nov 93	0	-	
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			Total £2,322

## Regular Payments

10 people of 13 eligible have requested the regular payments.  
2 additional payments are made for infected intimates. Amounts paid include backdating of up to 3 months.

Aug 93	8	2800	
Sep 93	9	1050	
Oct 93	9	770	
Nov 93	10	1050	
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			Total £5,670

## Winter Payments

The Macfarlane Trust agreed a payment of £500 per person infected and hence in accordance with the Trustees' decision recorded in Minute 93.22 the same level of payment was offered.

10 (+2) payments made	Total	£6,000
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	Overall Total paid out	£11,670
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Estimated maximum to financial year end 31 March 1994  
(based on present numbers and rates of payment)

Grants	4,000
Regular payments	9,000
Winter payments	7,500
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	£20,500
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EILEEN TRUST

Annex C to Minutes  
of Trustees' Meeting  
25th November 1993

Regular Payments - Projections

Current annual commitment (inc. winter payment)	£16,080
Annual commitment at MFT rates of payment (inc. winter payment) - no new registrations	£23,676
(1993-94 -	£17,562)
Annual commitment at current rates assuming 38 new registrations	£67,000
Annual commitment at MFT rates of payment assuming 38 new registrations	£98,650
Annual commitment at £132 per month - no new registrations	£20,544
Annual commitment at £132 per month - 38 new registrations	£85,600
Approximate annual income	£25,000