

**Minutes of the 3rd Annual General Meeting of the Prostate
Cancer Support Federation
held at Penny Brohn Cancer Centre on 24th April 2010**

1. Roll Call

The following Member Organisations were represented by the Delegates shown:

| | |
|---------------------------------|------------------|
| APPLE | Ken Mastris |
| Bolton PCSG | Colin Stott |
| Cambridge PCSA | John Gibbs |
| Chilterns PCSG | Mike Basnett |
| Kidderminster | Barbara Pugh |
| North Cumbria Prostate Support | John McCarthy |
| PCaSO | Roger Bacon |
| PCS | Pauline Bowden |
| PCSA Central England | Peter Smith |
| PROSPECT | Mike Ashford |
| PROSTAID | Rob Banner |
| PSA Kent | Graham Edwards |
| Reading PCSG | Dr Stephen Allen |
| Somerset Prostate Association | Peter Loader |
| South East Cancer Support Group | Terry Garrigan |

The following Organisation Members were represented by the people shown:

| | |
|-------------------------------------|----------------|
| Graham Fulford Charitable Trust | Graham Fulford |
| Prostate Cancer Research Foundation | Emma Halls |
| Prostate UK | Ann Rolfe |

Apologies had been received from

| | |
|--------------------------------------|--------------------|
| Mike Lockett (stranded in Barcelona) | PCS/ Hon Sec, PCSF |
|--------------------------------------|--------------------|

2. Hon Chairman's report

Sandy Tyndale-Biscoe, the Hon Chairman, reported on the activities of the Charity over the past year. The highlight of the year had to be the November "Great PSA Debate" at the Pump Rooms, Leamington Spa, where a significant level of consensus was achieved from proponents of both sides of the debate, particularly on the issue of risk-based assessment as a form of screening. As a result the Federation has been largely instrumental in getting under way a major trial, that could change clinical practice within 4 years. This was the topic for the afternoon session of the Conference.

The Helpline has now been taken over from PSA with John Coleman running it. Whilst not busy, there is significant usage of the facility, with an average of 6 to 7 call per day sometimes 12. We have 12 helpliners, but more are needed. The line is

manned 7 hrs per day, 5 days per week. All callers are made aware of the appropriate local group, whether it is a member of the Federation or not.

The Federation's Newsletter "*Prostate Matters*" is now sponsored by Mediwatch and the circulation is 7,000 copies.

Other Federation activities centre around the Information Sheets, chief of which are:

- Real PCRMP which is a PCSF publication one page instead of 32 aimed at GPs, and advising them "what to say when a man asks for a PSA test";
- Information sheets, sponsored by GFCT;
- "It's a man thing" now distributed to every group, 10,000 printed sponsored by AMS.

Finally, a total of 14 Prostate UK Grants of up to £500, amounting in all to £5,000, were made during the year, and the Federation would like to thank Prostate UK for this continued, and invaluable, support. Details of the grants awarded are as follows:

| | | |
|------------------------------|--|---------------|
| Chilterns PCSG | Gazebo etc for outside display equipt | £500 |
| Torbay PSA | Update Website | £500 |
| PCaSO | Support for awareness day in Brighton | £500 |
| Prostaid | Purchase of computer | £433 |
| Prostate Project | Info Booklet printing | £433 |
| PCS | Start-up costs for new groups | £433 |
| Cotswolds | Local advertising | £433 |
| SE Cancer Help Centre | PA equipt | £433 |
| Prospect | Website maintenance | £385 |
| Reading PCSG | Purchase of Display stands | £286 |
| PSA Kent | General admin | £250 |
| West Wales | Software | £150 |
| Reading PCSG | Screen for presentations | £150 |
| Shropshire PCSG | leaflets for Awareness event | £113 |
| TOTAL AWARDED | | £5,000 |

The Chairman concluded his report by thanking all the Trustees and other helpers for all the hard work that they have been putting into making the Federation such a success.

3. Hon Treasurer's report

Hugh Gunn, the Hon Treasurer, presented the audited accounts for the year ended 31st December 2009. This is summarised below:

| | |
|----------------------------------|------------------------|
| Income for the year: | £19,571 (2009: £6825) |
| Expenditure for the year: | £18,646 (2009: £4,267) |
| of which: Charitable Activities: | £17,015 (2009: £2,436) |
| Governance: | £1,631 (2009: £1,831) |
| Cash balance at end of year: | £3,483 (2009: £2,558) |

Net surplus for the year: £925 (2009: £2558)

4. Hon Secretary's report

The Hon Secretary being stranded in Barcelona, representing the Prostate Cancer Support Federation at a Europa Uomo meeting, there was no Secretary's report. The content of his report was covered in the Hon Chairman's report (above).

5. Membership

Graham Fulford, the Development Officer, reported that 7 new groups joined the Federation during the year. He estimated that there are 40 potential groups in the country who are not members. He noted that support groups can work in close proximity as they do not want to travel more than 20 miles.

Health Professional membership has grown to 32 but there is a lot more scope for this increasing as a result of recommendations from CNSs, practice nurses etc or GPs. He expressed a hope that more groups can benefit from Prostate UK Grants.

6. Elections

a. Chairman

Sandy Tyndale-Biscoe was elected as Hon Chairman

b. Officers: Secretary and Treasurer

Mike Lockett was elected as Hon Secretary

Hugh Gunn was elected as Hon Treasurer.

c. Trustees

The following were elected as Trustees:

John Dwyer – PCS
David Smith – PCaSO
Roger Bacon – PCaSO
Graham Fulford – GFCT
Rob Banner – ProstaId

d. National representatives

The following volunteered to fill the posts indicated:

European Representative: Mike Lockett
Medical Advisor: David Baxter-Smith
Newsletter Editor: Hugh Gunn and Roger Bacon
Grants Secretary: Sandy Tyndale-Biscoe
Fund Raising/Sponsorship: Rob Banner
Website maintenance: Sandy Tyndale-Biscoe
Helpline coordinator: John Coleman

Development/Recruitment: Graham Fulford
Membership secretary: Hugh Gunn/ Sandy Tyndale-Biscoe
Representatives on National groups: NCRI; PCAG; PCCA; NICE:
David Smith and John Dwyer
Political Liaison: Tom Stuttaford
Education/Research coordinator: John Dwyer

7. Amendments to the Constitution

The Chairman proposed a minor amendment to the Constitution, namely to change the name of the membership category, Organisation Member (Clause 6(1)(b)), to “Partner Organisation”. This was to remove potential confusion between the current membership categories, which are Member Organisation and Organisation Member.

After a brief discussion, it was proposed by Rob Banner, seconded by Hugh Gunn, that this change be adopted. This was passed on a show of hands with none opposing.

8. Any other business

There was a proposal from the floor that a Vice-Chairman be appointed. The consensus was that this was a good idea, and the Chairman agreed to progress this within the Trustees Committee.

9. Close

There being no further business, the meeting closed at 3:00pm.