

## Minutes of the 6th Annual General Meeting of the Prostate Cancer Support Federation held at the Friends House, Euston, London on 14<sup>th</sup> May 2013

### 1. Roll Call

The following Member Organisations were represented by the Delegates shown:

APPLE	Ken Mastris
Cambridgeshire PCSG	Don Gibbs
Cancer Black Care	Frank Chinegwundoh
Chilterns PCSG	Andrew Scott-Priestley
Droylsden PCSG	Pat Harrison
East Suffolk PCSG	Ted Friend
Edinburgh & Lothian PCSG	Robert Lester
FOPS	Denis Goffin
Greater London PCSG	Colin Frith
High Peak PCSG	Mike Harrison
Leighton Hospital PCSG	Garry Steele MBE
Norfolk & Waveney PCSG	Noel Warner
Oxfordshire PCSG	Dave Beesley
PCaSO	Roger Bacon
PCaSO Dorset	Jim Davis
PCSA Central England	Peter Smith
PHASE	John Winn
PROSTAID	Alistair Fergusson
South East Cancer Support Group	Terry Garrigan
Somerset PSA	Brian Smith
South Warwickshire PCSG	Doug Badger
Walnut Group	Colin Piddington

### Apologies

Phil Burr	West Wales PCSG
Peter Hosking	Torbay PCSG
Richard Firth	Prospect
Graham Fulford	GFCT
Bob Arthy	FOPS
Christine Bolingbroke	Shropshire PCSG
Robin Milman	Teesside PCSG

### 2. Review of 2012 AGM and Actions

Two items arising from the 2012 AGM were discussed:

1. It was asked why GP's Masterclasses are no longer conducted. This is a PC-UK decision.
2. Subscriptions. It was agreed by delegates that the intention is for the affiliation levy to be dropped completely just as soon as we can afford to do so. Proposed by Rob Banner, seconded by Dave Beesley.

### 3. Chairman's Report

Sandy Tyndale-Biscoe, the Hon Chairman, reviewed the past year. In summary:

Rowena Bartlett had been appointed as Chief Executive, funded by Prostate Action. After Prostate Action merged with Prostate Cancer UK it was confirmed that they will honour the grant to cover the Chief Executive's salary.

The Chairman said that the Federation has to be seen as the independent Voice of Prostate Cancer Patients. He explained that we had had a meeting with PCUK Chairman, CEO and Heather Blake and we are reassured that PCUK sees the need for an independent voice.

After the merger, we were unsure of our direction so we held an "Away Day" for Trustees and other interested parties and, as reported at our October Workshop, we established three priorities:

1. Early Detection. Promoting PSA Testing until something better comes along.
2. Support for Support Groups. With anything from 1500 to 3 members, you are all different with different focuses: in addition to support, some are fundraising, some chivvying clinicians; a huge range of activities.
3. Educating Clinicians. Currently there is inequality in treatment and ignorance of best practice and this needs to change.

Some of the activities over the last year:

We held our Autumn Workshop in Warwick entitled "How to make Groups more effective". We are still supporting Riskman. The Helpline is doing great work with 12 volunteers and we would love to have more.

*Prostate Matters*, brilliantly edited by Hugh Gunn, continues to inform and advise. We have welcomed Orchid as a Partner Member and are liaising with their CEO, Rebecca Porta, as to how to work together to best help patients. We have also continued our Small Grants programme (SEE SLIDE) and this year had an underspend of £700, which will be carried forward to next year.

The Chairman thanked Prostate Cancer UK for their generous sponsorship of the Conference.

He welcomed Frank Chinegwundoh and Mike Harrison to the Board of Trustees. Bob Arthy has decided not to stand for re-election because he is fully committed with his work with FOPS. David Baxter-Smith is our Medical Adviser. Grateful thanks to our helpline operators, and especially to Alan Ashmole who is our Information Officer. Also to Hugh Gunn for his work as our Treasurer and with *Prostate Matters* and to David Smith for his work as Secretary. Last but not least to Paul Arengo-Jones for giving his time to advise us on Governance and to Paul Gray for doing the same with Communications, to Shaun Madle from The Think Tank for his pro bono work on our image and identity and to John Anderson and Brian Pennicott for giving their time to advise us and for their input in helping us find the right direction.

#### **4. Treasurer's report**

Hugh Gunn, the Hon Treasurer, presented the audited accounts for the year ended 31<sup>st</sup> December 2012. The Charity ended the year with £49,026, an increase over the year of £5,600. £7,159 was unrestricted and the remainder restricted to specific activities, including the Development fund out of which the Chief Executive's charity is paid, publication of *Prostate Matters*, running the Help Line. Donations received amounted to £1,200 and subscriptions amounted to £2,370.

There was a vote for the Accounts to be adopted. This was proposed by Gary Steele and seconded by John Winn of PHASE.

#### **5. Chief Executive's Report**

Rowena Bartlett welcomed existing members and new members. She said that the Federation had done great things but that we were not very good at telling people about it. She explained over the last year we had reviewed our Governance with a view to improving representation of members' views and needs and that we had updated our Image & Identity in order to raise public awareness and to raise more funds.

Rowena introduced Paul Arengo-Jones who explained how the changes we were intending to make would give our members more of a voice. This was followed by Paul Gray explaining why improving our image would help raise awareness of both the organization itself and of the disease.

#### **6. Elections**

Ken Mastris took over the Chair for the election of the post of Chairman.

##### **Chairman**

Sandy Tyndale-Biscoe was elected as Hon Chairman

##### **Officers: Secretary and Treasurer**

David Smith was elected as Hon Secretary

Hugh Gunn was elected as Hon Treasurer.

##### **Trustees**

The following were elected as Trustees:

Rob Banner, David Baxter-Smith, Frank Chinegwundoh, Mike Harrison, Ken Mastris.

#### **7. Amendments to the Constitution**

The Chairman reported that Clause 22(4) in the Constitution required that, to be quorate, at least two thirds of the Full Members had to be represented at any meeting. This quorum has never been achieved at any AGM, and the clause renders governance of the Charity impractical, and needs to be removed.

It was proposed (by Mike Harrison) and agreed *nem con*, to suspend the Constitution for a short period, whilst this clause and other amendments to the clause were discussed.

After a brief discussion, the amendments to the Constitution were agreed, Rob Banner proposing and Miker Harrison seconding, which can be summarised as:

Delete Clause 22(4) – quorum for meetings

Amend Clause 10(1) to change Board of Trustees structure from 3 officers + 6 trustees, all elected, to 3 officers + 4 trustees elected, plus up to 3 trustees appointed, appointed trustees to serve for 3 years.

Minor housekeeping changes.

## **8. Any other business**

There was no further business.

## **9. Close**

The Chairman closed the meeting thanking the speakers, delegates, attendees for their time and attendance.