

MINUTES FOR VTT ANNUAL GENERAL MEETING
SATURDAY 22nd May, 2010

The meeting was held at St. Paul's Church Centre, Rossmore Road, London, NW1 6NJ

Trustees Present:

Bertie Woolnough(Chairman), Wendy Best, Ben Clackson(Secretary), Mokhtar Hossain, David Newell, Dr. Bryan Whitty, Michael Woodley(Treasurer).

49 members and supporters were also present.

In Attendance:

Brian Woodgate (Administrator), Chris Hall (Admin – Support),
Christine Coyne (Admin – Support)

Apologies:

Philomena Commons, Catherine Hall. 48 members and supporters.

<u>ITEM</u>	<u>DETAIL/DISCUSSION</u>
1	<p>Welcome</p> <p>The Chairman welcomed all present and, particularly to Valerie, during her tour of the UK. Chairman made reference to the absence of Sir Colin and Lady Imray, long standing supporters of CRP, as Sir Colin was unwell. He confirmed that the Annual Report and Finance Report would be presented after which questions would be invited. The election of Trustees was an opportunity for members to say if they were unhappy with the current Management Board.</p>
2	<p>Minutes of the AGM held on Saturday 9th May 2009</p> <p>The minutes were agreed as a true record.</p> <p>Arising out of the Minutes, Chairman made the following comments:</p> <ol style="list-style-type: none"> 1. Another newsletter, probably in black and white, would be produced in the Autumn. 2. Emdad Moslem, the Executive Director of CRP, had been on probation but his appointment had been confirmed which would lead to a greater share of governance. Chairman stated he was impressed by his commitment to sharing responsibility.
3	<p>Chairman's Report</p> <p>Chairman reminded everyone that when VTT was set up, the aim was to raise £56,000 per year, and to rebuild the links to CRP. We had currently raised about £250,000, which related to about 7-8% of running costs. It is hoped that it will enable CRP to provide treatment for 50% of Spinal Cord Injury patients free of charge. VTT was the largest donor of the supporting charities.</p> <p>There were 150 members, but there were many more supporters who did not wish to become members but whose contribution to fundraising was much appreciated. Chairman suggested that it was preferable for there to be an increase in planned giving which would enable us to plan ahead with a secured income.</p> <p>Over the next 3 years, we would seek approval from Bangladesh to increase our transfer</p>

	<p>of funds up to £250,000 p.a. This was not a commitment but a means to ensure that there was no barrier to transfers if we had raised sufficient funds.</p> <p>Newsletters would be produced twice a year, in Spring (Colour) and Black and white (Autumn).</p> <p>Chairman thanked the Trustees who gave their time generously in support of the Trust. He particularly thanked Catherine Hall for her past work as Secretary, and announced her resignation due to other increased commitments. He announced that Ben Clackson had taken over as Secretary. He also thanked Chris Hall for his work in setting up the mechanics of the Trust.</p> <p>The 30th Anniversary Appeal had been a great success, raising nearly £7000 in donations, and our grateful thanks were extended to all who had contributed.</p> <p>He added that we were beyond where our wildest dreams were 2 years ago.</p>
4	<p>Annual Report</p> <p>Secretary explained that the Annual Report had not yet been sent to the Charity Commission. He explained the role of the Report, which was to show what the Trust had been involved in during the year and to give a financial breakdown following the Independent Examination of the Accounts. VTT was unable to raise funds if unregistered. There were no questions.</p>
5	<p>Treasurer's Report</p> <p>Copies of the Financial Statement and notes had been circulated at the start of the meeting and Treasurer explained the various points. He pointed out that we were not now receiving interest from the bank on funds. However, we had paid £125,000 over to CRP during the last year. Restricted Funds accounted for 18% of our funds.</p> <p>Various fundraising efforts were described by Treasurer, who also made the point that our expenditure was low, at about 2.5-3%.</p> <p>Treasurer requested that members and supporters considered making a bequest to VTT in their wills. Legacy Leaflets were available which explained the process and a form for completion.</p>
6	<p>Election of Trustees</p> <p>Chairman invited the Administrator to outline the election process. Administrator stated that one third of the Trustees would stand down each year and would be eligible for re-election. Three Trustees, Michael Woodley, Mokhtar Hussain and Catherine Hall were each willing to stand for re-election and there were 2 vacancies. Wendy Best was a co-opted Trustee and was willing to be co-opted again.</p> <p>Two nominations for the vacancies were received from Dr. Bryan Whitty, who was previously a co-opted Trustee, and from Margaret Hakim.</p> <p>As there were sufficient nominations for the available vacancies, no election was necessary and all were appointed as Trustees of the Trust.</p> <p>After congratulating Dr. Bryan Whitty and Margaret Hakim on their appointments, Administrator invited Margaret Hakim to introduce herself to the meeting. She stated that she was a retired head teacher who had been married to a Bangladeshi. She had lived in Bangladesh for a few years up to 1971 and visited the country regularly. She had been introduced to Valerie and CRP on a recent visit, by a friend. She was very impressed by all she saw and wished to help VTT and CRP as much as she could.</p>
7	<p>Questions</p> <p>Before inviting questions, Chairman summed up by saying that the timing of the AGM in May was better for financial reporting by the Treasurer. We had to consider where VTT</p>

	<p>was going as there were a number of overseas donors, and increased support was necessary from within Bangladesh and Bangladeshis in the UK, but this could not be guaranteed. Support appeared to be increasing from other countries, eg. the formation of FCRP-Canada, and fundraising in Australia.</p> <p>VTT had good support in areas such as the West Country, Scotland, Leicester and the Home Counties, but we needed to identify how we could expand numbers of members and supporters, and also how to recruit volunteers to membership as they could be used to bring in more. Is there an opportunity to use Bengali Support Groups?</p> <p>Volunteers wishing to go to CRP did not need to have specific skills as use could be made of everyone in a general way.</p> <p>Chairman pointed out that there were CRP cards, leather wallets, and a few First Day Covers from the 30th Anniversary of CRP for sale. Plastic Collecting Boxes and Card Home Collecting Boxes were available for supporters.</p> <p>A Bangladeshi member said further support may be possible through British Bangla contacts and said he would try to get details of a contact group.</p>
	<p>The business element of the meeting closed at 1510.</p>
	<p>Address by Valerie Taylor, OBE.</p> <p>Valerie said she was very pleased to be able to attend the AGM whilst in the UK and thanked everyone for their support for CRP.</p> <p>A short film about CRP, a gift from Carol Bennett who knew Stewart Kershaw who made it, was shown prior to Valerie's talk.</p> <p>Valerie outlined what she had done so far on the tour and thanked those who had held events, stating that CRP would not exist without its supporters. She was pleased to see 3 visitors from Bangladesh, former CRP students, who were working/studying in the UK. Emdad had been in post since January 2009 and had settled in well. He sent his best wishes to all in VTT, as did Carolyn Scott who had set up FCRP-Germany and had just formed FCRP-Canada. She expressed her warm thanks for all the support during the 30th Anniversary Celebrations.</p> <p>Valerie spoke at length about the activities and developments that had taken place in the departments and disciplines at CRP. She paid tribute to the volunteers who had been involved in the work at CRP. Some of the highlights were as follows:</p> <ul style="list-style-type: none"> • Surgeons at a unit in La Corunna, Spain, following a visit to CRP, had offered their help with SCI patients by training staff in new techniques. Dr. Razzaq was to go to Spain to receive training. • Ponsetti treatment for club foot had commenced following training of staff that had been funded by ICRC. • Infection Control had been developed by Jan Varney and Amy Johnson had been involved in putting in actions for handwashing. • Following the donation in lieu of wedding gifts from Bernt and Natalie, the computerized X-ray machine had been installed and was proving to be a great benefit. • Sue Armstrong and Jill Fisher were instrumental in developing training in the Bobath Concept for stroke patients. • Plans were in hand to expand the Paediatric Unit on the Upper Floor from 21 to 30 patients. Jean Ward was involved in this project. • Paper based technology had moved on with the assistance of Janet Ivin and John Carter • Assistance in training staff in prosthetics and orthotics had been provided in Vietnam and India. • 9 students were due to complete their Speech and Language Therapy training at the end of June and would be employed at CRP. There was a need for teachers in

	<p>this discipline. A new building had just been started as a result of generous donations.</p> <ul style="list-style-type: none"> • Marks and Spencer had funded training and supplied industrial sewing machines for women patients. There had been a positive response from garment manufacturers in taking on machinists trained at Gonokbari, who were reliable, punctual and serious about their work. • Supported by donations from Australian brothers, SCI patients are being trained to run their own small businesses. A wheelbarrow, basically a square box on wheels, has been developed to save heavy loads having to be carried on heads. Also, a bicycle trailer, not seen in Bangladesh before, is being developed. • CRP would be represented in the Bangladesh team at the Commonwealth Games in Delhi, and were hoping to be well represented at the 3012 Olympic Games in London. • Community based rehabilitation was expanding in the Districts which would reinforce the work of CRP in the country. • Training at BHPI was going well but it was difficult to retain therapists who wanted to study further in the UK, Canada and Ireland. A Masters degree in Rehabilitation Science was available through Queen's University in Ontario. • York St. John University were hoping to provide Post Graduate Training for teachers if British Council funding could be obtained. • Elizabeth Marden had been to CRP to help set up English teaching. • Neurological Rehabilitation for stroke patients was developing through funding from the Prime Bank Foundation. <p>A Bangladeshi member offered to help improve the design of the bicycle trailer and this was welcomed by Valerie.</p> <p>To a question regarding congestion at the Savar site, Valerie stated that a plot of land had been donated to CRP at Manikganj, which would help in developing vocational training.</p>
	<p>The afternoon ended with refreshments for members and supporters.</p>