

**MINUTES FOR VTT ANNUAL GENERAL MEETING**  
**SATURDAY 14th May, 2016**

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

Trustees Present:

Bertie Woolnough (Chairman), Stuart Jeffreys (Treasurer), Ben Clackson, Philomena Commons, Margaret Hakim, , Mokhtar Hossain, Helen Mortimer, Mr M.A. Rashid, Dr Bryan Whitty, , Nick Lack (Secretary).

Valerie Taylor, Shafiq-ul-Islam, Brian Woodgate (Administrator) and 53 members and supporters were also present.

<b><u>ITEM</u></b>	<b><u>DETAIL/DISCUSSION</u></b>
1	<p><b>Welcome and Chairman's report</b></p> <p>The Chairman welcomed all present and thanked Kokhon (Mokhtar Hossein) and all who had helped him to prepare and serve the "light" lunch that had been enjoyed before the start of the meeting.</p> <p>He reported a year in which income at the higher level first achieved after the Rana Plaza disaster, and noted with special thanks the legacy of £1,000 by John Reeves. He also accepted a cheque for £1,160 from Mr M.A.Rashid after his event on May 8<sup>th</sup> in Birmingham.</p> <p>Two valued Trustees stood down this year, both founder members of the VTT: Mike Woodley had been Treasurer for many years, and Wendy Best had supported visitors going out to CRP and been a long-term fundraiser. He expressed the thanks of all Trustees for the work of these highly-respected colleagues. The good news was that there were some willing replacements in prospect.</p>
2	<p><b>Treasurer's Report</b></p> <p>Funds are raised by donations, membership support, fund-raising events, trusts and companies. During the period of this report, total income was £206,399. This consisted of donations and subscriptions of £101,528, reclaimed tax as Gift Aid of £8,845, corporate donations of £90,106, and £5,921 from other activities.</p> <p>51% of the total income was for Restricted Funds, which reduces CRP's flexibility to spend it where it sees fit.</p> <p>A sizeable proportion of the total income was raised by CRP directly, with the Trust being used as a secure conduit of funds into Bangladesh</p> <p>Expenses of the Trust in supporting this work were £2,992</p> <p>£228,000 was sent to CRP during the year, the balance of cash funds remaining being £6,625</p>

3	<p><b>Election of Trustees</b></p> <p>Two Trustees stood down: Bertie Woolnough (Chairman), Helen Mortimer. Bertie Woolnough was re-elected as Chairman, Helen Mortimer as Trustee; Janet Ivin, Sanawar Choudhury, and Jahangir Alam became co-opted members.</p>
4	<p><b>Presentation by Shafiq-ul-Islam</b></p> <p>Shafiq gave a presentation of CRP's journey from 2005-2015. He identified the organisation's strengths:</p> <ul style="list-style-type: none"> <li>• the personal reputation of Valerie Taylor</li> <li>• CRP's own brand of quality service</li> <li>• holistic approach to rehabilitation, including the location of its education institute within the rehab setting, and the production of in-house mobility aids.</li> </ul> <p>All of this existed within a cycle of: immediate critical care and recovery - rehab and development training - community reintegration - preventive follow-up and outreach.</p> <p>The achievements of the past 5 years:</p> <ul style="list-style-type: none"> <li>• Patient management: the introduction of a DMS allowing improved efficiency in patient management and an increase in patient flow from 15,000 (2005) to 57,000 (2015); particularly important in dealing with the crisis of the Rana Plaza tragedy; and in handling an increase in numbers of in-patients</li> <li>• Acknowledgement of CRP's national value in the increase of government annual subsidy from £0.12 million to £0.64 million</li> <li>• Introduction of new courses (MRS, MPT), the upgrading of the Nursing Institute to a Nursing College, and the establishment of the first P&amp;O school in Bangladesh. 5 times the number of BHPI students, double the number of VTI students (594 in 2015, of whom over 300 are now employed).</li> <li>• Sports development, including wheelchair sports team and basketball</li> </ul> <p>Income and expenditure:</p> <p>£4.73 million income 2015 (made up largely of: 60% self-reliance, 16% bilateral projects, 13% VTT/FCRP, 4% government subsidy).</p> <p>£4.33 million expenditure 2015.</p> <p>Greater stability through increased donations and bi-lateral projects</p> <p>Infrastructure developments including construction of Rajshahi and Chittagong centres, P&amp;O school, hostel for students and outpatients, new workshop at Ganakbari</p> <p>The future</p> <ul style="list-style-type: none"> <li>• Work under way for Rajshahi and Barisal divisional centres, and capacity building in government hospitals for SCI and Mental health</li> <li>• To come: permanent centre in Moulovibazar, and CRPs in Pabna, Mymensingh, Rangpur, Rangamati, Khulna</li> <li>• Masters in OT</li> <li>• Improvements in patient management, including upgrading of operating theatre, P&amp;O departments in sub-centres</li> <li>• Better administration through e-appointments system</li> </ul> <p>The challenges</p> <ul style="list-style-type: none"> <li>• Preserve CRP's core values</li> <li>• Maintain the quality of service</li> </ul>

	<ul style="list-style-type: none"> <li>• Increase flow of donations</li> <li>• Increase number of bi-lateral projects</li> </ul>
5	<p><b>Presentation by Valerie Taylor</b></p> <p>Valerie reported on her very successful visit to the US, which raised \$60,000 from an event arranged by the Bangladeshi family who donated land for the CRP. Other events took place with the Bangladeshi community in Washington, DC.</p> <p>She thanked Mr M.A.Rashid and Elizabeth Marden for their recent excellent fund-raising events.</p> <p>It was pleasing to report that CRP has received permission from the Ministry of Health to start satellites for spinal cord injuries in Chittagong, Rajshahi and Barisal, particularly important because of the need to encourage transfer of skills in dealing with pressure sores and urinary problems</p> <p>She picked out some key issues, developments and events of the past year:</p> <ul style="list-style-type: none"> <li>• Motorised wheelchairs are being built at the CRP workshop, with the support of BREC and donors</li> <li>• On the 400<sup>th</sup> anniversary of Shakespeare, a disabled cast, including 3 CRP patients, performed Romeo and Juliet in Dhaka</li> <li>• It was a shame to report that Bangladesh will not be able to compete in the upcoming Para Olympics; however, CRP has just been asked to set up the national Para sports organization</li> <li>• A rising concern is the number of cases where women have suffered disablement through scarfs catching in rickshaw wheels. A simple redesign of rickshaws is under way</li> </ul> <p>Valerie concluded by thanking all donors, trustees, visitors and trainers for their valued support in the past year.</p>
6	<p>Questions</p> <ul style="list-style-type: none"> <li>• What was the position re the Rangamati centre? The land was donated 3 years ago; the building of a new road has made access possible and building should start in the next 3-4 months</li> <li>• 60% of CRP's income is now self-generated. Are there plans to increase or maintain that proportion? CRP will ensure that patient charges remain appropriate and are protected. But there are opportunities to increase self-generated income because CRP has extra land it can put out to rent</li> <li>• Elizabeth Timms, who is writing a history of the CRP, invited all with memories of their experience of the centre to provide them to her in 3 sentences.</li> </ul>
	<p>The afternoon ended with further refreshments for members and supporters. The next Annual meeting will be on Saturday, 13<sup>th</sup> May, 2017.</p>