



BOARD MEETING

Saturday 18 November 2023
SUMMARY NOTES

Minutes of the Board meeting on 7 October 2023

The British Polio Fellowship (BPF) Board approved the minutes of the meeting held on Saturday 7 October 2023.

Co-options

Two candidates for co-option have been interviewed by Trustees. The Board will now decide how best to utilise their skillsets. Both candidates will be invited to join a Strategy working group and are expected to attend meetings in the New Year.

Managing stock portfolio

The Board will soon be deciding on the investment company to manage the stock portfolio for the Fellowship. Region and Branch officers were updated on the initiative during an officers' meeting held on 21 November.

Away Day

The Board and some members of staff will be attending an Away Day in January, to discuss the next phase of the Fellowship's Strategy and agree a roadmap for the future.

Report from the National Treasurer as at 31 August 2023 and Budget for 2024

At the end of September 2023, it was noted that Central Office made a small loss and by year end, is likely to have a deficit of just under £60K.

A few things were also highlighted about next years' budget:

- Income from legacies in 2024 is expected to be much lower than in 2023.
- Income from membership fees has fallen because existing members are increasingly choosing not to make a voluntary contribution. It is hoped overall income will rise as a result of the ongoing campaign to recruit new members.
- The Fellowship is considering using a professional fundraiser (a contractor), who is an expert in finding grants that will enable the Fellowship to continue project work.
- Staff costs will rise if a professional fundraiser is employed and when the currently advertised Community Engagement and Welfare Officer role is filled.

The Board did raise concerns about the Fellowship's 10-year forecast and suggested it might need to look at making some fundamental changes in the medium to long-term. However, for the time being, the Board was happy to approve the 2024 Budget.

Strategy update

- **People Working Group:** The current version of the revised Branch and Region rules/guidance, amalgamates all other rules and guidance and will include at the back of

the document, the Articles of Association. The rules/guidance have been shared with officers for comment and will be reviewed in December 2024.

- **Membership Working Group:** There was some discussion about having a Forum on the website. Instead, members will be pointed to one of the many Facebook discussion groups which are now accessible (public and private groups) such as:
 - Northants British Polio Fellowship Associated Disability Groups and Carers: <https://www.facebook.com/groups/493720317465938/>
 - British Polio Fellowship (Dorset Branch): <https://www.facebook.com/groups/352698665199405/>
 - Wakefield Polio Fellowship: <https://www.facebook.com/groups/424747904301843/>
 - BPF Yorkshire: <https://www.facebook.com/groups/847029079135309>

Polio members of these groups live far and wide and aren't necessarily members of a specific BPF Branch.

- **Chief Executive Officer Operations**

- **NatWest Banking Matters:** The banking matters are slowly being resolved. Kripen Dhrona will soon be contacting Branches to confirm signatories for their accounts and ensure they are listed correctly.
- **Membership Update:** Member numbers are currently steady. Nearly 250 members have already renewed their membership for 2024.
- **85 Anniversary:** Some Branches have already begun planning celebration events for the Fellowship's 85th anniversary.
- **Region/Branch/Group events:** The Board is keen to receive invitations to any events or meetings of Region, Branch and/or Group members. Trustees and staff will happily attend.

- **Advisory/Expert Panel and EPU Update and OCP Update**

- **Expert Panel:** A meeting was held on Wednesday 8 November. Dr Simon Shaw, lead consultant at the Lane Fox Unit, has taken another post and the Fellowship is waiting for the announcement of his replacement.
- **European Polio Union (EPU):** The EPU is hoping to build a better understanding of polio numbers across Europe. This work is yet to begin. Next year, the EPU Annual General Meeting will be held in Budapest.
- **Optimal Clinical Pathway:** The Optimal Clinical Pathway is in its draft form and will soon be shared with the Steering Group for a final review. It will also be sent to leading clinical organisations to ask for their endorsement.

Any Other Business

Gordon Richardson, Chair of the BPF Board will soon be writing to Stoke Mandeville hospital to ask if the Fellowship can be involved with next years' Paralympics. Anyone who was a former Paralympian is asked to contact Central Office (info@britishpolio.org.uk).

Next Board Meeting

Saturday 20 January 2024.