

Rookwood Sound Hospital Broadcasting

Minutes of the Annual General Meeting Wednesday 24th March 2004

Held at the Recreation Hall Rookwood Hospital Cardiff.

The Meeting opened at 7.10pm with Steve Allen Chief Executive in the Chair and 25 members present.

Steve Allen welcomed everyone to the meeting and went through the purpose of the Annual General Meeting.

Steve Allen welcomed Beryl Munkley The Patient Experience Manager from Cardiff & Vale NHS Trust who was also in attendance.

1: Apologies for Absence:

Frank Hennessey; Maurice Simove; Julian Brinkworth; Ben Edwards; Brynley Stone.

2: Minutes of the last AGM as circulated in the Annual Report

These were proposed a true record by Jude Anderson Seconded by Lesley Jennings. Carried Unanimously

3: Matters Arising from the Minutes of the AGM 2003 NONE

4: Presentation of Annual Report

Chief Executive Report - Steve Allen moved this report as published

John Guilfoyle asked with regard to the situation at Llandough Hospital

Steve Allen stated this would be discussed at the General Meeting following this AGM.

Programme Controllers Report - Steve Allen moved this report as published in the absence of Brynley Stone

No Questions were raised

Station Engineer Report - Ken David moved this report as published

No Questions were raised

Webmaster Report - Graham Allen moved this report as published

No Questions were raised

Committee Report - Debbie Brown moved this report as published

No Questions were raised

Deputy Chief Executive & Financial Report

M Brown gave an overview of the current financial situation of the station highlighting various areas of the balance sheet.

M Brown also went on to explain the emphasis on subscriptions being paid by the preferred method of standing order and he felt that students who work should pay the full subscription rate unless the Chief Executive wished differently.

HBA Conference - all delegates now pay for the full weekend due to the
Increase in cost of attendance.

There were no further questions from the floor.

Steve Allen asked that the Annual Report be accepted by the membership

Proposed by Andrew Hatcher Seconded by Debbie Brown

Carried Unanimously.

Steve Allen Stated that the Annual Report and Accounts would be

forwarded onto the Charity Commissioners.

5: Appointment of Auditors

M Brown proposed that we continue to use Cline Talbot Accountants

Pontyclun Seconded Jude Anderson

Carried Unanimously

6: Election of Executive Committee

Steve Allen read through the nominations received

Deputy Chief Executive - Michael Brown

Proposed D Brown

Seconded E Fish

Station Engineer - Ken Burt

Proposed J Anderson

Seconded L Jennings

Committee Member - Debbie Brown

Proposed M Brown

Seconded E Fish

Steve Allen stated that due to these posts not being contested the nominees were duly elected. He went on to say that he had received two nominations for the post of Programme Controller; however by the close of nominations one had been proposed but not seconded and therefore could not proceed the member had been informed by telephone on the day nominations closed.

Therefore Programme Controller - Tim Evans

Proposed L Jennings

Seconded E Fish

Steve Allen therefore stated that Tim had been duly elected.

7: Announcements

Steve Allen asked Beryl Munkley to present some Certificates of Achievement to the trainees who had completed the training course.

Steve Allen also asked Beryl Munkley to present the winner of this year's Jeff Lyons Award to Tim Evans.

This being all the business the meeting closed at 7.35pm

Signed:..... Date:.....