

Lancaster Health and Medical Museum Collection

Minutes of the Annual General Meeting
Held by Microsoft Teams on Friday 22nd March 2024

Present: I. Dewar, P. Dyer (Secretary), N. Ingham,
B. Rhodes (Chair), M. Rucklidge (Treasurer), D. Shreeve

BR welcomed Trustees and members to the AGM.

1. Apologies

M. Armer, S. Ashworth, S. Bari, L. Bryning, K. Eggleston-Wirtz,

2. Minutes of the last meeting

MR asked that the Minutes for 02.02.23 Treasurer's Report, Current Account, be corrected to read £2495.

3. Matters arising from Minutes

Professor Gareth Williams gave a lecture on November 11th, 2023, to commemorate the Bicentenary of the Book Club, about Edward Jenner and was held at The Storey Institute. A plaque to commemorate the first meeting of the Book Club was unveiled at TKMax in Lancaster (the site of the original building).

4. Chair's annual report

a) BR gave a detailed report about an opportunity that has arisen to have a base for the LHMMC in Lancaster Castle. BR, ID and PVD met Vicky Mathews (employed by the Duchy of Lancaster) at The Castle recently to view the possible location. The accommodation would be provided free of charge and a five-year lease would be sought. The Castle also has some teaching rooms: a Seminar Room on the ground floor of A wing and a separate Suite run by Lancaster University, that can take up to 48 attendees, which could be hired for lectures.

Option One

The second floor of Prison A Wing. There would be 16 cells available. There is, however, an accessibility issue and a lift would need to be funded and installed. The lift would clearly benefit the Police Museum and the Duchy so it is hoped that funding for the lift could be shared. Staffing support would be needed for this option though there is a possibility, if the second floor is open at the same time as the first-floor museum, that the staffing could be shared with the Police Museum, which is on the first floor.

Option Two

The ground floor of Prison A Wing. There would be 5 or 6 cells available. There is an accessibility issue because the doorways are too narrow for a wheelchair. Some of the cells are already in use.

It was agreed that the LHMMC should continue discussions with the Duchy of Lancaster regarding option 1 and consider a business case for a lift for the second floor.

b) BR informed the LHMMC that NI was standing down as a Trustee after many years of involvement. He was formally thanked for all his expertise, advice and support. NI replied by saying he would like to remain as a supporter of the LHMMC.

5. Treasurer's annual report

Savings account at 31st March 2024 = £2592

Current account at 31st March 2024 = £1342

6. Any Other Business

a) PVD informed the meeting that Dr Alison Sambrook had donated some Pharmacy bottles from her family collection. PVD has formally thanked her.

b) PVD informed the meeting that having spoken with the Charity Commission it had been recommended that the LHMMC should have policies for Safeguarding and Internal Financial Controls. This was agreed by the Trustees. (*PVD to circulate the policies for signing.*) It was also suggested that in due course a Complaints policy should be considered.

c) Following a suggestion by BR, it was agreed that new Trustees were needed to enhance the functioning and representation of the LHMMC. For example, someone with an educational background. Some names were discussed. PVD mentioned that Kate Eggleston-Wirtz had enquired about funding for educational workshops.

d) BR asked that a meeting with the CEO and Chair be held soon. (PVD to speak to ID to arrange a time.)

7. Date and time of next Annual General Meeting

March 2025 (tbc)

Peter V. Dyer,
Secretary
25th March 2024