

**Record of the PAC Trustees meeting held on 19th January 2019 at
Guy's Hospital Sports Ground, Honor Oak Park, commencing at 1430**

Item	Description	Action
(a)	(b)	(c)
1	Attendees: T Gibson, C Howell, P Gush, G Thomason, S Hughes, A Mistlin, CE Beardmore [I Neill observing] [Contributed virtually during previous week– A Schaub, C Small, RS Davies, CA Beardmore, C Gush, B Challacombe]	All to note
2	Apologies for absence: P Chew, M Blunden, D Austin, C Pugh, C Gould, G Hill, D Poulter, B Schofield [playing in Fergus Cup match], D Littlejohns [photographing the Fergus Cup match]	All to note
3	Matters Arising – All matters are dealt with in the Agenda or at AOB	
4	Financial Position: The draft PAC Annual Report has been circulated to Trustees and no adverse comment or suggested amendments have been received. The accounts have been inspected by Mr Kim Swain FCA of Radford and Sergeant Ltd who has no concerns. The Trustees agreed unanimously to recommend to the AGM that the PAC Annual Report plus accounts are to now be forwarded to the Charities Commission	Treasurer
5	Fergus Fund: Confirmation of recipient of this year's Fergus Fund Research Grant of £5000: Antonio Romo-Morales, for his PhD work on Ewing sarcoma for the Institute of Cancer Research as nominated by Prof Janet Shipley and agreed unanimously by the PAC Fergus Fund Trustees. Further detail is on the PAC website www.penguinsagainstcancer.org.uk under 'Fergus Fund'. Letter of congratulations plus cheque to be sent to Antonio	S Hughes M Blunden B Challacombe B Schofield President
6	Recent PAC Grants Made: <ul style="list-style-type: none"> Dec 18: £2000 to the Fountain Centre, St Luke's Cancer Centre, Royal Surrey County Hospital Dec 18: £2000 to the Frimley Park Hospital Chemotherapy Centre Further detail is on the PAC website www.penguinsagainstcancer.org.uk	All to Note
7	Future proposed grants: <ul style="list-style-type: none"> £2000 to Guy's Cancer Centre to go to the Dimpleby Patient Support Services. Proposed by P Gush, seconded by A Mistlin, agreed unanimously. £2000 to the Royal Marsden Hospital to go to Immunotherapy Research in memory of Prof Martin Gore who died suddenly this month. Proposed by C Howell, seconded by G Thomason. 	All to Note
8	Recent PAC activities: [Further detail on the PAC website www.penguinsagainstcancer.org.uk] <ul style="list-style-type: none"> Jersey Veterans Rugby Tournament 6/7 Oct 18 – Penguins were knocked out in the semi-final by the Vultures. PAC Golf Day, Hever Castle 19 Oct 18 – A superb day which raised several thousand pounds for PAC, masterfully organised by John Costello 	All to Note
9	Future Proposed activities: <ul style="list-style-type: none"> Fergus Cup rugby match [Penguins v Freshers] on 19 Jan 19 at HOP. [Afternote – Penguins won, report to follow] PAC AGM and PAC curry supper at Babur restaurant thereafter. Scanlan Cup rugby match [Penguins v Present] on 27 Apr 19 followed by the GHRFC Ball Pete Davis has offered to host a PAC cricket tour in summer 2019 in Devon. Alan Mistlin agreed to take on the organising of this. 	C Gush J Jackson A Mistlin

	<ul style="list-style-type: none"> Jersey Veterans tournament Oct 19 <p>[Further detail on the PAC website www.penguinsagainstcancer.org.uk]</p>	J Jackson
10	<p>Proposed Trustees [to serve for 4 year term with annual re-election at PAC AGM] were unanimously agreed and will be recommended to the AGM for adoption:</p> <p>President C E Beardmore Vice President P Gush Treasurer C Small Secretary A Schaub Webmaster D Littlejohns Social Sec C Gush T Gibson C Howell A Mistlin C A Beardmore G Thomason L Aaron P Davis B Thorpe</p> <p>Trustees with specific responsibility for the Fergus Scholefield Cancer Research Fund Lead Trustee S Hughes B Scholefield M Blunden B Challacombe I Abbs</p>	All to Note
11	<p>Proposed PAC Ambassadors, who are not Trustees, but will promote the aims, objectives and ethos of PAC within their respective spheres of influence, were unanimously agreed and will be recommended to the AGM for adoption:</p> <p>P Chew RS Davies D Austin G Hill C Pugh D Poulter I Neill</p>	All to Note
12	<p>AOB:</p> <ul style="list-style-type: none"> The President has drafted a letter to kcl-rag thanking them for raising over £8000 for PAC last year, and for agreeing to support PAC again this year. The letter will shortly be available to view on the PAC website www.penguinsagainstcancer.org.uk The Webmaster, when concurrent work permits, will draft letters on behalf of PAC: <ul style="list-style-type: none"> Simon and Yae-eun Hughes for their incredible generosity in donating their wedding list gifts to PAC [£4900] Tommy Knight for money raised at his boxing bout [£241] Movember [£1447] Talk Talk quiz night via G Thomason [£314] There is also a requirement to archive these letters on the PAC website [probably as a 'closed' page to comply with GDPR] Chris Howell indicated that the Royal Mail may provide a mechanism of collecting donations which charges no processing fees and which may therefore be preferable to the existing 	<p>All to note</p> <p>Webmaster</p> <p>Webmaster</p>

	<p>arrangement with Virgin Giving. The Treasurer agreed to explore this and make a recommendation.</p> <ul style="list-style-type: none"> • It was confirmed that £5000 will be set aside annually to support the Fergus Fund • PAC Constitution to be updated to accurately reflect the fees charged by Virgin for use of the Virgin Giving site • CA Beardmore raised whether PAC required a safeguarding policy. G Thomason to investigate and make recommendations • A Mistlin has agreed to revive the PENGIN initiative • TORs for PAC Trustees, Representatives and Ambassadors to be redrafted for agreement by Trustees 	<p>Treasurer</p> <p>All to note</p> <p>Sec/CA Beardmore</p> <p>All to note A Mistlin</p> <p>Sec/CA Beardmore</p>
--	---	--

Signed as accurate:

G Thomason

A Mistlin

S Hughes