

**SEVENTH ANNUAL GENERAL MEETING of the Charity Lung Cancer Nursing UK  
(Charity Number 1160011)  
MINUTES**

The seventh ANNUAL GENERAL MEETING of LUNG CANCER NURSING UK was held on Thursday 18<sup>th</sup> November 2021 at 16:35 via Zoom

The meeting was opened by Lorraine Creech, chair of the trustees of LCNUK. In attendance was Jackie Fenemore, Chair of the LCNUK Committee and Tricia Bryant, operations team lead. 28 members attended the meeting and the meeting was declared quorate. Five proxy votes had been received.

Lorraine Creech (LC) welcomed everyone to the meeting and reflected on 2021, a difficult year for the LCNS and a challenging year for Lung Cancer as a result of the COVID-19 pandemic. She advised on LCNUK's response to the pandemic which included a member survey, transition to digital learning and webinar series and COVID support and self-care webpages. LC highlighted LCNUK's successes; Parliamentary fly-in held just before lockdown, Development of a series of popular educational webinars and a bank of webinars for on-demand viewing for professional development; Re-invigoration of Research Interest Group and appointment of Cathy Henshall as new RIG chair; input into various publications including the UKLCCs *COVID Matters report*.

LC outlined the achievements of LCNUK; Development and launch of LCNUK Framework; Provision of sponsorship for two placements on Manchester University lung cancer modules; the award of two small grants; successful digital online conference November 2021; Launch of new digital resources for healthcare professionals on mesothelioma; continued representation at a national level.

Tricia Bryant provided a summary of finances from February 2022 to January 2021. She reported a total income of £26,674.00 plus a gift in kind of £6,210.00 and expenditure of £50,860.00. Acknowledgement was made to MSD for their support in assisting LCNUK with non-promotional hands-off educational programmes including the Parliamentary Fly-in and the LCNUK Strategy Meeting.

Jackie Fenemore outlined plans for 2022:

- Roll out of LCNUK Professional Framework
- National Conference London 12/13 May 2022
- Annual Workshop 2022 – Psychological needs
- Development of an immunotherapy related toxicity guideline for nurses
- To develop a tool to understand Stage 3 and Stage 4 lung cancer pathways incorporating latest practice updated every 6-12 months
- Redesign and foster new innovative nurse-led research programmes through the LCNUK RIG including the reimagining and redesign and of grant opportunities
- Implementation of Health Companion with DaSH Global
- Ongoing collaboration and partnership with commercial organisations to support lung cancer programmes that promote lung cancer awareness, benefit patients and support CNS education and development
- Continue to raise the profile of the organisation locally, nationally and internationally
- Scottish Parliamentary fly-in with MSD
- Supporting those presenting data at IASLC WCLC

Jackie thanked the corporate supporters and sponsors for continuing to support LCNUK and its charitable activities during 2021.

# Lung Cancer Nursing UK



The following resolutions were approved:

- A. To re-elect Lorraine Creech as trustee.
- B. To re-elect Alison Leary as trustee.
- C. To re-elect Isobel Lovett as trustee
- D. To re-elect John White as trustee
- E. To re-appoint Dodd and Co as accountants and independent scrutineers to the charity until the completion of the next annual general meeting of the Company at which accounts are laid and to authorise the trustees to fix their remuneration.

By order of the trustees of LCNUK

A handwritten signature in cursive script, appearing to read 'Lorraine Creech'.

Lorraine Creech, Chair of Trustees

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