

# The Digestive Disorders Foundation, Suffolk

Reg. Charity No.1195352

The Annual General Meeting of the Digestive Disorders Foundation, Suffolk, to which you are cordially invited, will be held on **Tuesday, 05 December 2023 at 6.30 p.m** in the Endoscopy Unit at IHT

This will be followed immediately by a meeting of the Trustees

Marjorie Thompson, Hon Secretary

Tel. 07703485213: E-mail [marjorie.thompson@btinternet.com](mailto:marjorie.thompson@btinternet.com)

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## AGENDA

The meeting will be opened and chaired by Dr Hemant Laxaman

1 Apologies

2 Accept the Minutes of the last Annual Meeting held on 15 November 2022 (A copy of these will be attached to the Agenda)

5 Matters arising from the Minutes

6 Trustees

    Thank-you to retiring trustee Dr John Wyke

    To re-appoint the currently serving Trustees

    To propose a new Trustee

7 To receive the Chairman's Report

8 To receive the Treasurer's report and accounts

    To agree the purchase of a new laptop for the Treasurer

9 Indemnity Insurance update

10 To review and agree DDF Charity Aims and goals and discuss 2 year forward planning aims and agreement of a fund-raising goal

    Suggestion so far for a goal is the purchase of ERCP Spyglass equipment

11 Charity website

    Update website to reflect current changes and new CIO status

    Agreement to continue annual fee to Marcel Kok for website updates.

11 Grand Draw

12 Gastroenterology/Endoscopy Shopping list

13 Future fund-raising events

- Proposed Indian meal at the Maharani Restaurant in the spring

- Proposed Summer Quiz

14 Any other business.

15 Date, time and place of next meeting.