

Minutes of AGM held 9 July 2014 at 7 p.m. in Jenner Health Centre.

Present:

Gary Stewart (chairman), Marian Dunham (Treasurer) Jan Sharman (secretary)  
Margaret Fordham, John Dunham, Pearina Marriott, William Old, Carol Turner, Graham Moores, Sheila White,  
Annette Glazier (late attendee), Bruce Bonar, Dr Nair

1. Apologies were received from: Pat Butcher, Jayne Gann, Dave Bailey

2. Minutes of last AGM. (Agenda, proposals and draft questionnaire form were previously circulated), minutes of previous AGM were available.,

3. Matters Arising. Amendment to previous minutes page 3 'quarterly basis' to bi-monthly. Minutes were then agreed as correct

4. Treasurer's report: It was explained that this year's records had not been independently reviewed since there had not been a full year since the funds were separated from those of the Jenner Health Centre. It is the intention that this will occur at the end of the financial year, 31st March 2015 and each March thereafter. This will enable a full report to be given at the AGM which will fall in May of each year. Nick Stanbridge has agreed to be our independent assessor of accounts. An interim report circulated at the meeting shows a balance of £2,888.54. This sum includes the transfer of remaining PPG funds from the Jenner Health Centre accounts. A proposal suggested that the money previously set aside for the purchase of the finger prick tester could be reabsorbed into the balance since an invoice has not been forthcoming from the company who provided it. Since more than a year has elapsed, it was proposed that the money should not be retained any longer for that purpose but if it should happen that a demand is made in the future, the PPG will endeavour to help with payment if required. The Partners will need to agree with this. It was suggested that the purchase of a portable blood pressure machine similar to that purchased by New Queen St could be considered

5. Chairman's report is attached below.

6. Election of officers. Gary Stewart (chairman), Marian Dunham (treasurer) and Jan Sharman (secretary) all agreed to stand. These posts are for 3 years to be elected each year.

7. Proposals (as previously circulated)

\*It was agreed that there will be a core group as proposed). These will be the 3 officers, Graham, Bill, Annette and Carol or their deputies in their absence. The purpose would be to raise, discuss and prioritise ideas and proposals to lay before the entire group for agreement.

\*PPG presence at Jenner HC on 1st and 3rd Tuesday of each month. Objectives, to raise the profile of the JPP group with patients, to assist with the gathering of statistics in the form of a questionnaire to provide feedback to the Partners about their experiences arranging surgery visits, waiting times, etc. The proposed questionnaire was amended to include a box for appointment time and time seen. This to avoid patient perception of actual time waited. It will be necessary to purchase a log book to record any issues arising from discussions with patients.

\*It was also hoped that patients would agree to provide email addresses in order to create a virtual membership of patients unable to commit to attendance at PPG meetings. It was decided to have a 'dry run' on 26 August to test reaction to the questionnaire. This will coincide with a CQC inspection. Details of this inspection were circulated at the meeting. Gary, Carol and Sheila, possibly Graham and Annette also, have agreed to be present at Jenner that morning.

\*It was agreed that the annual show was a great success and should continue and that the organising group should carry on organising! Graham has agreed to lead with this together with Dave Bailey (if he agrees!)

\*Education. The proposed presentation about inflammatory bowel disease has been postponed as the consultant team is involved in a presentation at the hospital around the same time. It is hoped that details of that will be sent so that anyone interested can take part.

\*It is hoped that the presentation and talk about getting the best from your medicines can be arranged to be taken to Coates and Pondersbridge and that further talks can be arranged at Jenner as follow on from the previous one. This will require the purchase of screen and display boards a source for which Jan and Bruce will explore.

8. AOB.

Letters have been received by patients concerning a government initiative about personal care planning. Every patient over the age of 75 has been provided with a named GP responsible for their care. There was some concern expressed by individuals that the appointed GP was not the one they were used to seeing and did not want to change. Bruce explained that this was not the idea and of course patients can arrange appointments to see whoever they wished but there has to be a named GP with responsibility and that can be changed if the patient so desires.

Bruce went on to talk about a Jenner HC lead initiative called Whittlesey Young Persons Counselling Service (WYPCS). This provides free confidential advice and guidance to young people aged between 14 and 25 who are experiencing problems. The service has to be funded and it was agreed that this is the sort of worthwhile project which could be supported by the PPG. It was by unanimous agreement that 50% of the money raised at the next Show will be donated to this cause.

## Jenner PPG Chairman's report for AGM July 2014

At the AGM in May 2013, Dee Laws took over as chairperson, but due to other commitments, had to relinquish the post later. This left Simon as acting chair as well as secretary, a situation which could not continue for too long. I took over as chair in November 2013 and within a month, Simon had left the practice. Was it something I said? This was quite a baptism of fire, but with the help of the members of the group we carried on. Jan Sharman agreed to be secretary in time for our January meeting, I thank her profoundly for her help and we opened our own bank account early in 2014.

The show was held at the Ivy Leaf in February and was another great success. Many thanks to Annette, Graham, Paul and Dave Bailey for the organisation and to all those PPG members who helped beforehand and on the night. The event raised over £1000.

We put on a stall at the Golden Age event at Coates in early March which helped raise the profile of the group. The stall was very eye catching and received many compliments from the organisers, Fenland District Council and visitors. Thanks to all involved.

I was very grateful for the support received from the partners during the period between Simon leaving and a new Practice Manager being appointed. At a very busy time for them, they were always approachable and helpful. Thanks Andrew and Adrian.

Bruce Bonar joined the practice in March as Practice Manager and he has been very supportive while on a steep learning curve himself as he came from a non NHS background.

In May, an excellent presentation was given by Jan on "getting the best from your medication" and her daughter amazed everyone with an insight into the preparation of cancer treatments. Considering it was held on a beautiful Saturday morning, the attendance was very satisfying.

The May meeting should have been the AGM, but due to the Older Peoples Programme consultation, this meeting was given over to a presentation by the implementation team, with Dr Gary Howsam giving the lead. A very informative evening was had by all who attended.

The PPG is represented at the monthly PPG forum, where representatives of the 10 PPG's in Borderline LCG come together to receive information from the LCG and to share ideas and experiences and if necessary, escalate concerns to the LCG board.

We now have our own web site, managed by Dave Bailey, which can be updated very rapidly, with Face book access for advertising events, news etc.

All in all, I feel we are heading in the right direction. There are new ideas in the pipeline, so thank you all for your support and lets see what the future brings in what will be challenging times for healthcare.

Gary Stewart