

2.

PULBOROUGH PATIENTS LINK

MINUTES

Of General Meeting held on Monday 22nd June 2009 In Pulborough Village Hall.

The meeting followed a presentation by Practice Nurses Pippa and Trish which was chaired by Dr. Tim Fooks.

The Meeting was attended by 50 members.

Apologies were received from 5 members.

1. Hilary Willoughby welcomed everybody to the meeting and introduced the other committee members on the platform.

2. Hilary has been acting Chairman for the past 16 months and reported on the activities over the last year. At the last Committee Meeting it was reported that there were 199 households (400 patients) as members of the PPL. There were a few changes to the committee over the past year and we were sorry to lose Jane Aylott, (Membership Secretary) and Colin Newton who were both long serving members. Pat Newcombe, a committee member, has agreed to take over as Membership Secretary. We have also been pleased to welcome Stuart Henderson and Councillor Brian Donnelly on to the Committee. In addition we are also developing an Email Panel and members were asked to sign up if they were interested. WFM Builders have sponsored the newsletter for the last year and we will be looking for a new sponsor in the future. In April a one day event "Getting Older & Wiser" was held and this was very well attending. In June there was an evening event "Virtual Wards" which explained ways in which patients could be looked after in their own homes. In November a Social Evening was held exclusively for members which included a demonstration of the computer system at the surgery. In March there was an evening event on "Dermatology" presented by Drs. Shergill and Emmerson which was very well attended. The Committee has joined the National Association for Patient Participation.

The Committee would like to place on record their thanks to Dr. Tim Fooks for his encouragement and support and also to Liz Coulthard for her enthusiasm in working with the PPL as Liaison Executive and for all her hardwork, particularly in helping to make the various health events such a success.

3. **Financial Report** – Warwick Dean Taylor the Treasurer stated that at the 31st December 2008 there was a balance carried forward of £1,618 Subscriptions and raffles were the main source of income. The Grand Christmas Raffle had raised £847. The Health Events had cost money. Total expenses for the year amounted to £820. The net surplus for 2008 amounted to £592.

Peter Cooper proposed that the Financial Report be accepted and this was seconded by Valerie Beswick. Motion carried.

4 **Election of Officers and Committee.** All officers and members of the committee were prepared to stand again. Jane Aylott proposed and Peter Cooper seconded the motion. Carried.

Stuart Henderson was duly elected as Chairman and took over the meeting from Hilary Willoughby. Stuart thanked Hilary for all the hard work she had done and a presentation was made to her. He also said that we owed a great debt to Liz Coulthard and a presentation was made to her.

5. **The PPL Constitution.**

Stuart Henderson explained the new Constitution, the Objects being the main item and asked the audience to approve the document. Dr. Tim Fooks said that we wanted to listen, be approachable and how we make things happen. He supported all the objectives set out. The Constitution was approved and carried unanimously.

Three additional members of the committee were welcomed Councillor Brian Donnelly, Dr. Gwen Parr the chairman of PCCA and John Ray. Gwen would be helping John with the Newsletter. Although the PPL has a healthy financial situation we do need to raise income and to this end we need to recruit more members. The newsletter needs to be much more widely read.

6. There being no further business the meeting closed with a presentation to Dr. Fooks by the Committee.

The Constitution was duly signed by Dr. Tim Fooks on behalf of Pulborough Medical Group and Stuart Henderson on behalf of Pulborough Patients Link.

3. ANNUAL REPORT 2009

2009 was a year of change for the PPL.

At the AGM in July the membership approved the expansion of the Committee with the intention that it should operate more independently of the Practice (PMG) but in close collaboration with the partners.

The Constitution was approved emphasising the role of the PPL to work closely with the PMG to improve the service to patients.

We now have regular bi-monthly committee meetings which are well attended and supported by Dr. Tim Fooks and Liz Coulthard.

The editorship of the Newsletter was assumed by Gwen Parr and John Ray.

Three well attended public meetings were held during the year - in March Drs. Shergill and Emmerson spoke on Dermatology and Skin Cancer, in June there was a presentation by the Practice Nurses followed by the General Meeting and finally in October a presentation by Dave Roberts the Superintendent Pharmacist at Cordens.

This AGM is being held late – partly because the Exhibition event in July could not reasonably be the setting for an AGM. The AGM for 2010 will be held with the Spring meeting next year.

Committee: Sadly this year Ray Thomas died. He had been a member of the PPL Committee from the start and will be much missed. He worked for us conscientiously serving the community at the Church, with the minibus and driving patients to appointments at the surgery and local hospitals. We would also like to place on record our thanks to Valerie Beswick who retired at the end of 2009. Finally we should like to record our gratitude to the Practice Manager, Liz Coulthard, who retires at the end of this year. Liz was responsible for establishing the Patient Link, nursed it through its early years and has continued to support it with enthusiasm.

I would personally like to record our thanks to Tim Fooks who supports the Link and works hard to improve patient services both in Pulborough and in the NHS in West Sussex.

The members of the Committee have all worked effectively in their different roles and I am grateful to them for their support.

STUART HENDERSON

Chairman.

4. TREASURERS REPORT

The detailed report will be available at the A.G.M.

It shows a surplus for 2009 of £335 (2008 £592) with a balance carried forward of £1,953.