

# Minutes of the Acorn Surgery Patient Participation Group (Acorn Patient Team) Annual General Meeting

15 December 2015

Room G89, OakTree Centre, Huntingdon

## Present:

Carol Primett (CP), Fran Lacey (FL), Brian Shoemsmith (BS), Dean Bloom (DB) C Holman (CH), Chris Osborn (CO), Robert Mulroy (RM), Trish Hawitt Palmer (THP), Mary Buckhurst Hill

Agenda item		ACTION
<p>1.</p> <p><b>Welcome Apologies for absence</b></p>	<p>CP welcomed everyone to the AGM including new member Mary Buckhurst Hill.</p> <p>Apologies received from Martin Wilsher</p>	
<p>2. <b>Minutes of Last Meeting</b></p>	<p>The Minutes of the AGM held on 16 December 2014 were agreed and signed.</p>	<p>CP</p>
<p>3. <b>Treasurers' Report</b></p>	<p>DB issued a financial statement to the 15 December 2015 showing a balance of £910.85. CP mentioned that from this amount £500.00 will be given to the Surgery towards the purchase of another Blood Pressure Monitor (as agreed at 24 November 2015 meeting). Plus £200.00 will be used in the near future to purchase a Tablecloth and Banner which will advertise the PPG. CP to follow up with Amelia regarding artwork.</p>	<p>DB</p> <p>CP</p>
<p>4. <b>Chair's Report</b></p>	<p>CP thanked everyone involved in the Acorn Patient Team during 2015, which had been a very successful year holding events and raising money. We began the year by identifying our objectives and creating an action plan to work towards:</p> <ul style="list-style-type: none"> <li>- Continue to increase the visibility and awareness of the APT</li> <li>- Develop communication channels with patients</li> <li>- Strengthen partnership with Acorn Surgery</li> <li>- Set funding target and objectives</li> </ul> <p>We have made progress in all our objectives, some more than others, but they are at the core of everything we have planned and delivered throughout the year.</p> <p>Our list of activities were quite ambitious – Website, Presence n Surgery, Increase in Membership, Patient survey, Fundraising, Patient activities, Community groups, Quarterly reviews.</p> <p>As a result of successful fundraising we have been able to create a Children's Area by purchasing murals, books and children's furniture in a dedicated area in the Surgery.</p> <p>We have also donated to a local charity, The MS Therapy Centre, £200.00 towards a Lawnmower and £200.00 towards 2 Monitors for the Oxygen Tank.</p> <p>CP reported that we will continue to donate to the MS Therapy in 2016 and also hope to donate the Huntingdon Community Day Centre in 2016</p> <p>CP reported that the production of a quarterly/seasonal Newsletter with the Surgery has been very successful and establishes the link between the PPG and the surgery and demonstrates how we work together.</p>	<p>CP</p>

	<b>Minutes of PPG AGM held on 15 December 2015 cont'd</b>	
<b>5. Surgery Update</b>	<p>THP also thanked everyone at the meeting for their involvement in making the Acorn PPG so successful year and looked forward to the PPG and Acorn Surgery working together in 2016.</p> <p>THP reported that various staff changes had taken place in 2015 and that there would be some changes in 2016.</p> <p>THP reported that 2016 would be a challenging year for the Surgery as a result of forthcoming financial cuts over the next 4 years, the possibility of a merger with 2 other local surgeries etc.</p> <p>THP also mentioned that a new system is being developed to enable Patients access to their own medical records in the near future.</p> <p>THP also mentioned the problem of the Landlord altering Security and access Times to the Surgery and asked for the PPG Team's support by contacting the Landlord.</p>	CP
<b>6. Election of Officers</b>	<p><b>Chair</b> – in the light of Carol Primett standing down and no nominations, Trish Hawitt Palmer (Acorn Practice Manager) offered to act as <b>Chair (AD INTERIM)</b></p> <p>Proposed - Dean Bloom</p> <p>Seconded - Carol Primett</p> <p><b>Vice Chair</b> - No nominations – Vacant</p> <p><b>Treasurer</b> - Dean Bloom</p> <ul style="list-style-type: none"> <li>- Nominated Martin Wilsher</li> <li>- Seconded Trish Hawitt Palmer</li> </ul> <p><b>Secretary</b> – Fran Lacey</p> <ul style="list-style-type: none"> <li>- Nominated Martin Wilsher</li> <li>- Seconded Carol Primett</li> </ul>	
<b>7. Any Other Business</b>	<b>CP thanked everyone for attending and wished them all a Happy Xmas and 2016</b>	