

BLUE DYKES PATIENT PARTICIPATION GROUP

AGM 08.05.2014 at GRASSMOOR SURGERY

1. **Apologies for absence** Jean Slater, John Kirby, Pam Hemsley, Betty Hill, Jennie Strong
Ron Butler

Present

H. Johnson, D.Briggs, J.Poet, C.Kirk, I Barlow, P. Greenwood, R Gill, K. Slack, J Beksa, L.Milne,
N.Davies

2. **Approval of Minutes**

The minutes were approved as a true record of the 2013 meeting. Proposed by H. Johnson and
seconded by P.Greenwood.

3. **Election of Officers**

As no other nominations had been received the existing officers who had already indicated their
willingness to stand were duly re- elected as follows:

Chairman: David Briggs.

Treasurer: Harry Johnson

Secretary: Carol Kirk.

No nominations had been received for the position of Vice Chair therefore it was agreed that this
position remain vacant with the hope it would be filled during the course of the following year.

4. **Chairmans Report**

D.Briggs presented his report on the years activities. (Copy attached)

5. **Treasurers Report**

Harry Johnson presented his report and a financial statement of the groups funds. (Copy
attached)

Cash held at the Building Society at the year end £1518.95

Meeting closed at 7.15pm

Blue Dykes Patient Participation Group (PPG)
Chairman's Report 2013-2014

Membership has been stable at around 15 people with Grassmoor surgery being strongly represented.

Meetings are well attended and the practice continues to provide administrative support .

A GP and/or Practice Manger is always in attendance to provide information and respond to queries.

In a difficult year for the practice mainly due to staff shortages caused by resignation sand retirements the PPG has been active in keeping patients informed of the initiatives being taken to resolve the problems experienced with the appointment system and continuity of care.

The PPG has also a significant list of achievements as indicated below.

1. Fundraising events have been restricted after receiving National Association for Patient Participation Guidance however money raised at the Clay Cross festival, Flu Vaccination days, waiting room book sale initiative and a number of donations has allowed the group to maintain a healthy balance.
2. After exploring various initiatives to attract contributions towards the purchase of a defibrillator for Grassmoor it was decided to buy the machine from existing funds as lack of progress on this issue was considered unacceptable.
3. I view of 2 the application to Rykneld Homes to access funds from their Neighbourhood Improvement Budget will now be resubmitted to help fund a suitable community project to be decided by the PPG.
4. Continue to produce a regular newsletter and now a facebook page has been introduced to help disseminate information to patients.
5. Assisted with carrying out the annual patients survey and helped to review the resulting issues raised.
6. Commented on the proposal to reorganise the Blue Dykes surgery clinical workforce and helped to disseminate to patients.
7. Representatives attend Hardwick Clinical Commissioning Group meetings and feed back to PPG. (Patient Networking Group, Patient Reference Group, Quality Assurance Committee Primary Care Quality Improvement Forum).
8. Chair involved with the Put Patients First: Back General Practice initiative initiated By the Royal College of General Practitioners.

Financial report Blue Dykes PPG from 1st April 2013 - 31st March 2014						
Date			Cheque no	Receipts	Payments	Balance
BALANCE BROUGHT FORWARD AS PER BANK PASS BOOK						£1,486.24
20/06/2013		NEDDC Small Lotteries Licence			£20.00	£1,466.24
19/07/2013		Water coolers for both surgeries			£382.82	£1,083.42
19/07/2013		National Pen			£89.53	£993.89
19/07/2013		Clay Cross Council (Gala Day)			£5.00	£988.89
29/07/2013		Clay Cross Gala		£67.60		£1,056.49
20/08/2013		Water for surgeries			£51.20	£1,005.29
31/08/2013		Sales		£14.50		£1,019.79
13/09/2013	Sale	Sales		£16.50		£1,036.29
13/09/2013		Donation		£200.00		£1,236.29
15/10/2013		Water for surgeries			£51.20	£1,185.09
24/10/2013		Flu days		£185.00		£1,370.09
24/10/2013		Flu days		£244.65		£1,614.74
18/11/2013		Donation Clay Cross Parish Council		£50.00		£1,664.74
18/11/2013		Sterilizing Kits			£26.20	£1,638.54
31/12/2013		Interest		£2.29		£1,640.83
31/12/2013		Tax			£0.46	£1,640.37
31/12/2013		Water for surgeries			£67.40	£1,572.97
11/01/2014		Sales CX surgery		£51.50		£1,624.47
03/03/2014		Water for Surgeries			£51.20	£1,573.27
11/03/2014		Sales		£10.00		£1,583.27
11/03/2014		National Pen			£79.30	£1,503.95
31/03/2014		Cash @ Bank				£1,503.95
31/03/2014		Cash in treasurers hand		£15.00		
31/03/2014		Totals		£857.04	£824.31	£1,518.95
	I					

Treasurers report 2013/14

I am very pleased to say that 2013/14 financial year has been very successful even though we did cut back on our fund raising activities and have a working capital of £1518.95.

We made a profit of £62.60 on the Clay Cross Gala day and raised £429.65 on the Flu Days raffle; we also received a £200.00 anonymous donation and a £50.00 grant from Clay Cross Parish Council. We are doing very well with the ongoing sale of books, pens and key rings at the Clay Cross Surgery; once again our thanks must go to Jacks Interiors, Clay Cross, for the most generous donation of the bookcase.

A total of £857.04 was raised over the year

The water cooler/dispensers were purchased for both surgeries at a cost of £382.42 and we have continued to service and maintain them throughout the year, with the balance of our funds I see no reason why we can't continue the supply of water and sterilizing the equipment for the foreseeable future, I estimate this will be approximately £220.00 in a full year.

In total £824.31 was spent but this includes the purchase of pens which we are still selling and also our small lotteries licence of £20.00.

The defibrillator for Grassmoor surgery has now been purchased; we owe Carol a very big thank you for all the hard work she has put in to get it at a very good price, £952.94 which included delivery, carry case and wall box. This of course will show up in next year's figures. However after this has been paid for it will still leave us with a very healthy balance of £566.00.

Report by

Harry Johnson

Treasurer Blue Dykes PPG