

FRIENDS OF ST LAWRENCE SURGERY (PPG)

Minutes of the committee meeting held on Tuesday 3rd May 2016 starting at 6.30.p.m.

The Chair welcomed Dr Marian English and Dave Horton, potential new committee member, to the meeting.

Apologies: received from Christine Osborne, Liz Hosford , Jo Wadey (Practice Manager), Debbie Elcome (surgery)

Minutes of the previous meeting held on Tuesday 22nd March 2016.

An omission to these minutes was inserted as follows: The poor response to the Gift of Life Patient Education Evening was noted. Despite good publicity , very few patients attended the fascinating presentation given by Liz Hosford. Our thanks to her were recorded.

1.Treasurer's Report:

Judith presented the latest information regarding our finances.

Community Account: £2660.33 as on 3rd April 2016

Business Account: £2833.15 as on 3rd February 2015

Current total balance: £5610.17

2. Surgery News and Spending Requests

Dr Marian English updated the committee regarding recent developments at the surgery. There no specific spending requests. The hair however requested an expenditure of approx. £150 to provide additional display boards at the surgery. He had been in contact with Thomas Becket Junior School – their Art co-ordinator is preparing a portfolio of work for display at the surgery.

3. Interim reports were received from the Walking Group and Singing Group. Chris Moon-Willens explained the workings of the sub-committee regarding the Self-care initiative. In addition, the Chair reported back on the progress on the Health Promotion Day sub-committee. Several bookings had already been made.

4. St John's Ambulance First-Aid:

The meeting was reminded that the First Aid qualification applicable to committee members and walk leaders expired on the 19th July. It is not obligatory for walk leaders but desirable. It was agreed that we should ask the paramedics at the surgery to run a CPR/First Aid course on an annual basis to update our knowledge. This course would be uncertified.

5. Annual General Meeting:

It was confirmed that the Annual General Meeting would be held on Tuesday 17th May starting at 7.00.p.m. The agenda would be posted on the PPG board 14 days prior to the meeting as per our constitution. The Secretary reminded that nomination forms should be submitted by 10th May. All existing Officers and committee members were willing to continue. As previously indicated, the Secretary would be standing down and a replacement would be sought. After the business meeting it was suggested that Jo might say a few words about her role. Patsy was unable to provide refreshments and the Chair agreed to do so. A reminder regarding the meeting would be e-mailed to patients and displayed on our web-site.

The meeting finished at 7.40.p.m.

The next meeting would take place on Tuesday 7th June starting at 6.30.p.m.