

**LIME TREE SURGERY PATIENTS GROUP**  
**131<sup>st</sup> COMMITTEE MEETING**  
**MONDAY 20<sup>TH</sup> JULY 2009**

**Present:**                      **Lance Allen**                                      **Chair/Treasurer**  
   **Sybil Evans**  
   **Joyce Hemus**  
   **Wendy Pollard**  
   **Charlie Pratt**  
   **Glynis Thomas**  
   **Carol Farrow**                                      **Secretary**

**Also Present:**              **Dr Mannings**

**Chair welcomed Mr Don Pollard to the Committee.**

**APOLOGIES**

Apologies for absence were received from Paula Russell, Gill Cotton and Heidi Jones.

**MINUTES**

The minutes of the 7<sup>th</sup> May 2009 meeting were agreed as being correct.

**MATTERS ARISING**

Chair said it may be difficult to arrive for 7pm and as it was only a trial, it would revert to 7.30pm in future.

Chair had been unable to make contact with Sheila Hall from Maytree Avenue so was not able to invite her to the meeting. He will keep trying.

Heidi Jones had sent a report informing us that the Council have approved the application to build a Children's Centre at Vale School. The work must be completed by March 2010 in order for the school to be awarded the £55,000 they have been offered in return for the centre being sited on school grounds.

The update on the Personal Health Budget will be deferred until the next meeting as Margaret Bamford is not in attendance. Chair said he would e-mail Margaret before the next meeting.

**FINANCIAL REPORT**

There have been few transactions since the last meeting.

Bookstall	+£128
Worthing CVS membership	- £15
District Nurses Folders	- £111
<b>Balance</b>	<b>£27,671</b>

The balance is made up of a £20,000 bereavement legacy which was left to the Patients Group in 2006. The Ophthalmology project seems a no go after all the time we have been trying to get it off the ground. It would appear that the PCT are looking at a Worthing-wide scheme instead of just Lime Tree Surgery. We are now looking for ideas to be put forward.

The Annual Return has been sent to the Charity Commission.

At the AGM, it was agreed that we donate £500 towards the Worthing Hospital Scanner Appeal in memory of Dr Cameron. Chair would investigate the best means of getting publicity for the Patients Group when donating the cheque, he would also write to Mrs Cameron informing her of our decision.

Chair asked if someone from the Committee would volunteer to become Treasurer as he did not feel that constitutionally he should have two roles.

### **FUND RAISING**

Chair felt that one of the most important roles for our group was to fund talks on various health issues. This has proved very successful for other Practices. A meeting in October on Skin Cancer was agreed. Dr Mannings would check on the availability of a Dermatologist for the talk. It was also discussed whether a talk on Alcohol/Drugs/Smoking would also prove worthwhile. This could be aimed at the New Year.

It was also hoped to put together a Quiz Night perhaps next April. It requires someone to oversee the event.

A pre-Christmas Fayre would be held again later this year, perhaps in November. Carol to book All Saints if possible.

**Note: All Saints Church Hall has been booked for Saturday, 7<sup>th</sup> November for our pre-Christmas/Autumn Fayre. Please put the date in your diary.**

### **PUBLICITY**

The publicity which was expected in the Sussex Local magazine on the donation of Patient Held Record Cards has not materialised. Chair suggested we ought to view the intended wording.

Charlie Pratt has still not been able to speak to Paul Howie regarding publicity for talks etc to be placed in prescription bags.

### **EQUIPMENT**

Dr Mannings confirmed that the Mental Health books have been published and also the Doppler machine has been received. Dr Mannings to check on the whereabouts of the invoices. Later: invoice for Doppler received and paid.

Chair said that it had been suggested that a blackboard be put back in the Childrens Area in the Waiting Room. Dr Mannings said the blackboard was difficult with the chalk and suggested that a whiteboard be put in. He said he would look into it.

### **ANY OTHER BUSINESS**

#### **Patient Survey Outcomes**

The survey, which was based on information from 3000 Practices between 1<sup>st</sup> April 2007 and 31<sup>st</sup> March 2008 was discussed. Lime Tree Surgery did very well. Dr Mannings said that most of the ratings were very pleasing and was as expected. It is the last year that the survey is compulsory.

### **Change of Trustee**

Chair reported that Wendy Pollard had agreed to become the second Trustee on the resignation of Geoff Hastings. Chair thanked Wendy and stated he would update the Charity Commission records.

### **WAPGF Meeting**

The next Worthing Area Patients Group Forum will take place on 15<sup>th</sup> September at 7pm hosted by Lime Tree PPG. As usual we will serve nibbles and drinks. It is hoped that Sue Parton on behalf of Shelley Road will attend and also the Chair from Loxwood Surgery as observer. Chair asked if it would be appropriate for Dr Shipsey to give a talk to the Forum on practice based commissioning. Dr Mannings said he would speak to him. Howard Lewis from the PCT is arranging a separate meeting late September for representatives from all 14 surgeries in the Cissbury Commissioning Consortium. Of the 14 surgeries, only eight have PPGs and only six are currently in the WAPGF. **Note:** this meeting will take place at the Worthing Leisure Centre on 24<sup>th</sup> September.

### **NAPP Conference**

Chair attended the NAPP Annual Conference at Coventry for which the PCT kindly paid his travel costs. The meeting was very informative, and Chair had provided a paper on the Conference, to the Committee.

### **Surgery Website**

Information on the Patients Group needs to be updated on the Practice Website, including the addition of the AGM Minutes. Chair will e-mail Paula Russell.

### **Update on Salvington Lodge**

Dr Mannings said that all Cottage Hospitals were owned by the PCT except Arundel which is owned by the Duke of Norfolk. There will be changes to the way staff are employed and existing employees may have to reapply for their jobs. Lime Tree wish to continue providing Doctors to the site.

### **Swine Flu**

Lime Tree and St Lawrence surgeries have contingencies in place should the Swine Flu affect staff at either surgery.

### **Nightingales**

It was stated that patients were pleased that a surgery was to open again at Nightingales. Dr Mannings said they were awaiting the agreement from the PCT for a computer connection, but was not sure what day(s) the surgery would take place.

### **NEXT MEETING**

The next meeting will take place on 7<sup>th</sup> September 2009 at 7.30pm