

## **Nailsworth Health Partnership Annual General Meeting and Business Meeting**

Thursday February 13<sup>th</sup> 2014 at Prices Mill surgery. Time 19:30

**1 In attendance :** Marilyn Miles, Kate Kay, Aileen Bendall, Nick White, Ros Mulhall, Paul Young, Elfie Klinger, Jo Hofman, Paul Hofman, Sally Millett, Pam Browne [part]

**Apologies:** John Miles, Richard Easthope, Alison Anderson, Betty Young

### **2 Minutes of previous ordinary meeting October 9<sup>th</sup> 2013 and the Annual General Meeting for January 2013**

There were no corrections – minutes accepted.

### **3 Matters arising not covered by the agenda**

At the previous AGM the chair had proposed we applied for charitable status. Changes in the constitution were made during the year allowing a formal application to be sent for consideration.

Our insurance company required us to have a Safeguarding Policy in place and this has now been set up. Duncan Mann and Kate Kay are the two officers who will be implementing this when needed.

### **4. AGM**

#### **a. Chair's report**

We have had a busy and successful year. Achieving the Lottery funding enabled us to launch and consolidate the Nailsworth Health Partnership Our walking festival was well supported, we ran a health fair in the summer and launched the Health Directory. The only disappointment was not being able to fully support the children's centre. Because of a change in provider some of the courses were did not materialise. We would welcome greater support from our membership to spread the load of distributing leaflets, supporting events, updating the website, being a press officer. Marilyn concluded by offering her thanks to all committee members who had worked hard during the year to organise and run events.

A full copy of the report is attached Appendix A

#### **b. Treasurer's report**

Paul presented the accounts up to end of December 2013. They show how the lottery money was spent, and the unspent balance that needs to be returned. Also the use of the Stroud Health and Wellbeing grant from Stroud District Council.

He offered a vote of thanks to Marilyn for achieving the Lottery funding. A question was raised about annual income if we are to become a charity. Do we need to have a minimum of £5000 a year? Paul explained this is not a requirement so long as we can show this balance at the point of application which the lottery grant has made possible.

Elfie Klinger proposed accepting the accounts report. Jo Hofman seconded

The full report can be seen in Appendix B at the end of these minutes

Elfie reported there will not be an expense for the defibrillator from Tesco as there is no way of registering how much electricity it has used during the year.

It is believed there has been use of the defibrillator during the year and Elfie is to try and find details The Ambulance service replaced the pads so it was difficult to tell if the cPAD had been used.

### **c] Election of Officers**

#### **Chair**

Marilyn Miles. Proposed Pam Browne. Seconded Paul Young

#### **Vice Chair**

Jo Hofman Proposed Nick White. Seconded Paul Hofman

#### **Secretary**

Sally Millett Proposed Richard Easthope. Seconded Marilyn Miles

#### **Treasurer**

Paul Young Proposed Nick White. Seconded Elfie Klinger.

There being no other candidates the officers were duly elected.

### **5. Reports from sub-groups by current chairs**

#### **❖ Talks**

During the last year there had been a talk on back care given by Nick White; one explaining the new Clinical Commissioning Group and several on Gluten Free diet. This was very well supported and resulted in a support group being established meeting in the Nailsworth Natural Health Clinic. It is now financially self-supporting

Suggestion for a future event is a talk on gluten free pastries and bread. Tom from Hobbs bakery has expressed an interest in this.

The talk at the Health Fair on How Food affects us –and on Raw Food- had been well supported

Paul Young suggested we sponsored a talk at the next Nailsworth Festival.

#### **❖ Walking Festival**

Very well supported - 24 events over 15 days. Wide variety in length and subjects covered.

2014: There will be similar number and lengths of walks. To develop and maintain interest there will be some new themes introduced. It will run from 25<sup>th</sup> May to 7<sup>th</sup> June and we are hoping to get families with children involved as this is half term. . Another suggestion is Poetry/Readings linked with the landscape.

Forest Green Residents are going to explore feasibility of making the cycle path as a walk suitable for wheelchairs and pushchairs. Another possibility is Ruskin Mill area.

Ros Mulhall gave a vote of thanks to Paul Hofman for his art work on the leaflets; these will be used again this year with any necessary adjustments.

A full report on the walking festival and physical activities is attached as Appendix C

### **Website**

This is well established and has 1800 hits a month; the minutes, photo gallery and promoting events are all in place. There is a facility for booking online for walks and talks. Any additional pages would need referring to Jess Bale the web master. MM agreed to do this. It was suggested further pages include one for the Health Directory, one for Gluten Free Group, one for NHP minutes and another to join NHP on line.

NHP also has a Facebook Page and we encourage you to Like. Paul Hofman updates this. [www.facebook.com/nailsworthhealthpartnership](http://www.facebook.com/nailsworthhealthpartnership)

### **PRICES MILL PATIENT PARTICIPATION GROUP [PPG]**

This group is 2 years old. Kate Kay reported that during the first year we concentrated on the feedback from the patient survey

This year has seen changes one of the most significant was the impact of the change from primary care trusts to Clinical Commissioning Groups. Following the resignation of Duncan Mann, the new practice manager is Alison Anderson. There have been changes to appointment times, improvement of the waiting room/lobby area and Chlamydia packs are now in the toilet for collection. Discussion with youth worker Tracy Young raised some issues for young people regarding privacy of appointments and attending doctors.

There has been some discussion about Lloyds chemist and the services they offer. We intend to invite the new manager to attend one of our meetings. PPG had a stall in the Health Fair event which advertised who we were and the new appointment arrangements. We will be sending out a reduced patient survey with the same questions about the practice as on the previous one so that comparisons can be made.

Elderly and Vulnerable people. We still have concerns about how to identify and help this group in our area.

National Health Service Dentist. We would like to see one of these set up in the Nailsworth area .Marilyn offered to investigate the process for achieving this

Details of the Gluten free group will be included on the Prices Mill Surgery Web site.

### **A.O.B.**

Aileen Bendall Village Agent made the following suggestions:

- 1 Support to carers - there is a carers forum at the Shambles on the 12<sup>th</sup> of March – it is an all- day meeting.
- 2 Befriending service for house bound residents. There is already a group set up by Sue Black in South Gloucestershire. She would be willing to share her knowledge and experiences. Aileen will contact her and invite to a PPG meeting.
- 3 Aileen also agreed to pass on the chair's details to Anne Gibbins. She is the Health Improvement Practitioner Nurse and works for Gloucestershire Care Services NHS Trust. She has a county wide remit and has been involved in helping groups set up confidence cafes, alcohol awareness and falls prevention schemes.

### **Date of next Meeting**

**18<sup>th</sup> September 2014 at Nailsworth Natural Health Clinic**

### **Appendix A. Chair's report**

It has been a busy 2013 but I think we have achieved the objectives we set out in our BIG lottery grant fund application back in early 2012 – to launch and consolidate the Nailsworth Health Partnership.

The chairs of the sub groups will be giving you more details of the various projects they have been involved with but I thought I would show you 3 publications – the walking festival, the health fair and health directory. Although I can't show it here – the website is also up and running and is updated reasonably regularly so if you have access to the internet that is the best way to have up to date information about what is happening in NHP

Last year we agreed 2 things – one was to seek charitable status and the other to set up a safeguarding committee. For the first one it was necessary to change our constitution which we did in October last year and the final application to the charity commission went today.

The only disappointment of the year was our inability to use all of that part of the lottery grant allocated for the parents and young children activities. We were reliant on the Nailsworth Children's Centre to deliver this but sadly Barnados lost the contract to run the children's centre in March 2013 and the new provider was a completely new charity – Hill, Valley and Vale. They have taken some time to get established so some of the more innovative things we had bid for (i.e. things they did not do already such as baby massage,

talks and physical activities with child care provided) did not happen. Nonetheless we were able to offer 4 paediatric first aid courses during 2013 and as there is a high rate of admission to A&E from Nailsworth area this seemed a good thing to do. The unspent amount has been returned, but I intend to apply for a continuation grant.

Plans for the coming year will emerge later in the meeting, but I would urge that some more members get involved in the organisation so that the load is spread a bit more evenly. I mentioned in my last letter the ways that this could happen – most of which are short term commitments and some can be done from the comfort of your own home!

- Distributing leaflets and posters
- Dealing with the press – articles, press releases
- Maintaining the content of the website
- Helping at events such as talks

Finally I would like to thank my fellow members of the management committee – especially Sally Millett the secretary and Paul Young the treasurer and the leaders of the sub groups – Paul and Jo Hofman, Nick White and Kate Kay. Thank you also to Prices Mill and Nailsworth Natural Health Centre for hosting our various meetings

Marilyn Miles. Chair NHP

## **Appendix C Walking Festival and physical activities (Paul & Jo)**

### **Walking festival**

- It's generally felt that last year's walking Festival was a great success - partly because it was a very extensive programme (24 over 15 days in May and June) and partly because it coincided with some of the best weather we'd seen some time. We really tried to build walks that appealed to a wide range of interests, without necessarily making walking and physical activity the primary emphasis.
- We took some other walks that had been well attended in the previous two years (the boundary, history and industry walks) and added some new themes (Hares and Hounds, A walking book Club and a night time Bat walk. In total there were 22 walks, 1 talk and a workshop where people learned to make a book based on a walk or journey. Some of the walks were free, there was a nominal charge for others, and children were free in all cases.
- Funding for design, printing, hire was principally from the Big Lottery grant.
- We will be running a 2014 Festival, over a similar number of days, but without this core funding. The lottery funding allowed us to set up the framework for other similar events.
- There is always a question of how to develop this event
  - **Increasing number of walks**
  - **Increasing the number of participants**
  - **Developing new themes**
  - **Reaching out to new participant groups**

### **Physical activities – sub group report for NHP AGM**

- Gentle Exercise class at the Arkell Centre. Mondays at 10. The pump priming grant to establish this came from Stroud and District Health and Well-being Partnership Board which was used up

by March 2013. Since then we have continued to be self financing – moving from upstairs to downstairs room depending on our numbers. The upstairs room is cheaper to hire! We have started a 2<sup>nd</sup> gentle exercise class held in Woodchester Valley Village on Mondays from 11.45 and we hope it will become financially viable too

- Family Fun and Games. The pump priming for this came from Stroud and District Health and Well-being Partnership Board and the BIG Lottery. The former grant was used up by March 2013 and the other by the end of 2013. The sessions were not viable if parents were expected to come and join in and so this was changed to summer holiday sessions (we had 4) which included games run by Sarah Urquhart and disco type dance led by Helen Luther. These were very popular but once the funding ceased and prices increased (we tried this at October half-term) we were not financially viable. Some of the Lottery grant went to the Youth Club to run disco dance sessions for their 8-11 year old group
- NHP helped Nailsworth Primary School make a successful bid to the Health and Well-being Board for a way marked cross country route in the Forest Green area. Once completed it will be available to all to use. Being a fixed length it will be useful for time trials and also monitoring individual progress

## Appendix B. Treasurer's report

### RECEIPTS AND PAYMENTS ACCOUNT TO 31 DECEMBER 2013

	GRANT	INCOME	COSTS	BALANCE	2013 INCOME	2013 COSTS	2012 INCOME	2012 COSTS
<b>LOTTERY FUNDED</b>								
Community Defibrillator	1,956		1,983	-27	0	0	0	1,983
Health Directory	1,000	535	1,104	431	535	1,104	0	0
Inter-generational physical activities	1,040	295	1,391	-56	295	1,391	0	0
Health Fair/Market	520	468	849	139	468	808	0	41
First aid classes for parents	760		760	0	0	760	0	0
Talks on health matters	501	126	462	165	94	244	32	218
Walking Festival	1,100	717	1,551	266	717	1,510	0	41
Developing Website	850		883	-33	0	20	0	863
sub total lottery funded projects	£7,727	£2,141	£8,983	£885	£2,109	£5,837	£32	£3,146
<b>SDC Health and Wellbeing Funded</b>								
After school activities	832		832	0	0	234	0	598
Gentle Exercise (over 55)	720	2,195	2,409	506	1939	1,875	256	534
sub total SDC H& WBP funded	£1,552	£2,195	£3,241	£506	£1,939	£2,109	£256	£1,132
<b>NON-GRANT</b>		400		400	15	0	385	0
Pre-lottery £385 + interest rec'd £15								
<b>TOTAL</b>	<b>£9,279</b>	<b>£4,736</b>	<b>£12,224</b>	<b>£1,791</b>	<b>£4,063</b>	<b>£7,946</b>	<b>£673</b>	<b>£4,278</b>

At 31 December 2013 the NHP had a balance of £1,791; this is after £1,113 is returned to The Big Lottery as unspent grant.

For AGM on 13 February 2014

Paul Young , Treasurer