

Nailsworth Health Partnership

Minutes of meeting held on 4th April 2012 at Nailsworth Natural Health Centre

Present:

Aileen Bendall,	Member, Village Agent
Paul Young	Member, Treasurer,
Tony Burton	Member,
John Miles	Member,
Sally Millett,	Member
Clare Pritchard	Member, Health Visitor
Jo Hofman,	Member, Vice Chair
Elfie Klinger,	Member
Richard Easthope,	Member
Ros Mulhall	Member, GP at Prices Mill Surgery
Kelly Haines,	Member
Pam Browne	Member
Duncan Mann,	Member, Practice Manager at Prices Mill Surgery
Marilyn Miles	Member, Chair

1. **Welcome** The Chair, Marilyn Miles, welcomed everyone to the meeting and asked that they sign the attendance sheet. There were no guests. Marilyn advised the group that Sally Millett would be acting minute taker for this meeting.
2. **Apologies for absence** were received from Kathleen Beard, Winifred Page, Nick White and Paul Hofman.
3. **Minutes of last meeting.** Minutes of the Annual General Meeting held on January 10th 2012 had been previously circulated, and were accepted as being correct.
4. **Matters Arising not covered by the agenda**

Publicity Kelly Haines had advised Marilyn Miles that she needed to step away from this for a while as she is expecting her first baby. Marilyn asked if anyone else would take it on, explaining there is not a lot to do. Pam Browne offered to include items in her fortnightly column in the Stroud News and Journal. Jo Hofman offered to be the contact for Nailsworth News. Richard Easthope will liaise with Stroud Life.

5. **Lottery Bid For Funding** This had been successful and a conditional award of £8,840 had been granted. Jo Hofman proposed a vote of thanks to Marilyn Miles and other helpers who had worked very hard to get the bid form completed and had achieved this success. The money has to be spent in the way the items had been listed on the grant form application (listed in appendix 1) and none can be spent on projects until the grant is finalised. Although we have had notification of the grant it will probably be a further month before the funds are actually released to our bank account.
 - a. There was some discussion on the community defibrillator. Tesco had been approached for permission to site this on their wall but had declined. Raffles Wine and the Public Toilets (run by Stroud District Council) were other areas for consideration and both owners are willing for the Community Public Access Defibrillator (cPAD) to be sited on

their property. There was also a suggestion it could be located in the area of the library. It was agreed it is essential to have it centrally sited and easily accessible.

It is designed to be vandal proof. 20 volunteer members of the public will be given full training in its use and the system guides the user through the procedures, and so is virtually fail-safe. It has a safety lock key number which will be held by the ambulance crew and given to the member of the public if they are trained and if its use is deemed necessary. A training event for volunteers will be organised in the near future.

Action: Elfie Klinger agreed to consult again with the Ambulance service about the best location for its siting and **Marilyn Miles** will follow up the County Council if the library is felt to be the best place.

- b. Paul Young reminded everyone that this is a one off grant. We need to use it to get projects started, but these projects which will then need to be self-financing in future. We already have a lot of voluntary help which gets things up and running. We need to remember the whole essence is to benefit the community. If we need to make any changes to the grant spending we need to check with the Lottery Fund committee to get their agreement.

6. Reports from sub groups

- a. **Walking Festival.** Pam Browne reported. This has been organised and money is in place to fund it for this year. The money granted in the Lottery award will be used for next year's event. There are 14 walks in total, which will take place between 5th - 13th May. Nick Peters will lead two of them. The banner advertising them can be displayed at the clock, Egypt Mill and at Morrisons. A programme will be created on an A4 sheet folded in half - it will give details of the walks, dates meeting points etc. There will be a list of health and safety rules and advice that it is the walkers' responsibility to keep to them. There will also be information on the NHP group. All the information will be put on the Prices Mill Surgery web site.

Help is needed to distribute the posters and also the programmes to all areas. Jo Hofman has grouped the areas and listed the places where programmes could be left. The posters will be available to collect from Prices Mill surgery the Tuesday after Easter and volunteers agreed to distribute the posters. Tony handed out a poster detailing the walk *In the Steps of the Super Tramp* to take place on the 11th May 2012. Pam Browne asked if we could have collection tins available. Duncan Mann will ask the Rotary club if we could use some of theirs. The Meningitis group and Cotswold Hospice could also be approached. It was felt that asking for donations was more effective than charging a fee for the walks £61 was raised last year through donations. Both Radio Gloucester and Stroud FM would be approached and asked to advertise the walks in their *What's on in Gloucestershire* slots.

- b. **Talks.** Ros Mulhall reported. The latest talk, held at the Arkell Centre, had been given by Nathan Hughes – the Herbalist from Ruskin Mill. This was well supported (30+ attended) and was a very successful event. Entrance was £4 (£2 for concessions). £100 was raised. Expenses included the hire of hall (£26), speakers expenses (£30), some refreshments and printing of posters.

The next talk (on Back Care) will be in the Autumn, led by Nick White, and will also be at the Arkell Centre.

- c. **Website** In the absence of Paul Hofman (who was busy designing the banner for the walking festival), Marilyn Miles reported on progress to date. There is a need to have an NHP logo and Paul Hofman is hoping to approach Stroud College students. There is money in the lottery bid for developing the website but nothing specific for web design.
- d. **Directory** Jo Hofman reported in the absence of Nick White. Most of the information needed has now been collected. Jo Hofman will contact Lucy Guenot to discuss the design of the cover. Marilyn asked about the time scale for the publication and whether the proposed logo be in place by then .She also pointed out that anything printed which was using Lottery money must display the Lottery logo.

Ros Mulhall asked what the directory included. Jo Hofman explained it was listing health groups, support groups, both NHS and alternative medicine practitioners, and that it covered the local area. Jo H had had a positive response from people who wanted to be included. It will be put on the Web site where regular updates can be made. It was suggested the first edition should go out as soon as possible with what is already available and then do an update later in the year using the Lottery grant. It will be available in the Doctors' surgery, chemists, information centre, health centre, clinics dentists and opticians. Duncan suggested putting it out on the web and asking for feedback on its contents. Pam Browne offered to put a comment on it in her Nailsworth column in the Stroud News and Journal in two weeks time. It will be made clear it is only for Nailsworth and Horsley practitioners.

- e. **Funding and Treasurer's report** – covered by item on Lottery grant
- f. **Patient Participation Group.** Duncan Mann reported. The response to the questionnaire sent out has been slow. However, once concluded, a report will be made available in respect of patient opinions, and a programme of actions drawn up. Because the take up has been poor on the posted forms, other ways to get a response are being used. The report covering the results of the survey and the actions proposed needs to be completed and submitted to the Primary Care Trust by the end of April.

7. Any other business

- a. Tony Burton reported on the setting up of an inter-generational plan for youngsters to mix with older people and through this contact learn about eating cheaply and healthily.
- b. The GUIDe BUS will be in Nailsworth (bus station area) on the 10th May 10.30 am to 3pm. They provide information about health and social services in Gloucestershire and also the PALS service (patient liaison service)
- c. Tony Burton reported that the old orchard at WH Davies home (Glendower) is being planted with fruit trees

8. Date of next meeting

JULY 5TH at PRICES MILL SURGERY 7.30 pm

Appendix 1.

Awards for All lottery grant bid

Name of Project. Launching Nailsworth Health Partnership

1. Talks

- a. Number of talks – 3
- b. **Costs** for each talk – Hire Hall (£20), speakers' expenses (£50), publicity (£100), refreshments (£10). Total £190 or **£570 for all**
- c. Expected income £10 per talk or £30 for all

2. Walking festival

- a. Number of events – 1
- b. **Costs.** Leaders' expenses £100, publicity (£1,000), incidental expenses (£20). **Total £1,120**
- c. Publicity is made up of £400 for design and art work for leaflet and posters, £527 printing of 3,000 leaflets and £113.50 for printing of 200 A3 posters
- d. Expected income £20

3. Community defibrillator

- a. **Costs.** Defibrillator from Community HeartBeat (£1,750), installation (£150), share of replacing consumables - £250 over 7 years (£36), 1 years running cost –electricity (£20). **Total cost £1,956**
- b. Expected income £0

4. Talks/activities for parents with young children – to be done in conjunction with Nailsworth Children's Centre. All to be at Arkell centre

- a. **2 talks** one on Paediatric first aid and the other on domestic violence
 - i. **Costs** for each talk. Teachers expenses (£150), first aid manuals £17, hire of halls (£70), publicity (£50), refreshments (£5), crèche costs (£175). Total £432 per talk, in all **£864**
 - ii. Expected income £70 from Children's centre for hire of hall and £20 charges
- b. **Baby massage** – 3 sessions
 - i. Costs for each session. Teachers expenses (£50), hire of hall (£20), publicity (£20), refreshments (£5). Total £95 per session, **£285 in total**
 - ii. Expected income £10 in charges, £60 from children's centre for hire of hall. Total £70
- c. **Exercise/fitness classes** – 3 sessions
 - i. **Costs** for each session. Coaches expenses (£50), hire of hall (£35), publicity (£20), refreshments (£5), crèche facilities (£175). Total £285 per session. **£855 in all**
 - ii. Expected income £10

5. Intergenerational physical activities. 2 lots of 6 sessions – one after school and the other early evening for working parents. To be done in conjunction with Active Gloucestershire at the Arkell Centre

- a. **Costs** for each session. Coach expenses (£50), hire of hall (£20), publicity (£15), refreshments (£10). Total £95. **£1,140 in all**
- b. Expected income £100 from charges

6. Health fair/market

- a. **Costs.** Hire of stalls (£270), publicity (£250). **Total £520**
- b. Expected income £0

7. NHP directory

- a. **Costs.** Printing (£500), publicity (£600). Total **£1,100**
- b. Expected income. £100 from business sponsorship

8. NHP website

- a. **Costs.** Logo development (£200), domain renewal for 3 years (£100), promotional video.
Total £900