

SWF Health & Social Care Group

AGM & Public Meeting

Thursday 11 July 2019

Holy Trinity Church

AGENDA

Annual General Meeting

Chair: Cllr Bob Massey

Items 1-6 scheduled to take 20 minutes

Welcome, Apologies & Introductions – Chair

Annual Report of SWF Health & Social Care Group for 2018-19,
including minutes of 2018 AGM & finances

Group's activities since May 2018 and future plans

Questions, Comments and ideas for future activities

Accept notes of 2018 AGM and 2018-19 Annual Report

Appointment of Officers; Only nominations are:

Chair: Peter Blackman

Task Force Chair: David Birch

Minutes Secretary: Jackie Birch

Position of Administrator appointed by Officers: Vacant

Annual General Meeting held at Holy Trinity Church
on 25th June 2018

David Birch introduced Bob Massey, Town, City and County Councillor who had kindly agreed to Chair the Annual General Meeting. There were 23 people in attendance.

Bob welcomed everyone to the meeting. Apologies were received from Peter Blackman, the Group's Chairman who was dealing with urgent family matters.

He introduced the annual report which had been produced by the officers of the Group and submitted to the Town Council as a record of the Group's activities during 2017-2018. He said that he did not wish to go through the report in detail but copies were available for attendees to take away. Subsequently electronic copies of the report were sent to interested participants after the meeting and it is available on the Group's website.

Bob said that there had been some minor amendments to the governance arrangements but as specified under those arrangements, nominations for the officers had been sought via the website and the Focus. There had been only one nomination for each post as follows:-

Chairman. Peter Blackman

Vice Chairman. David Birch

Minute Secretary Jackie Birch

Administrator. Donna Cooper

As there were no other nominations these were elected unopposed.

The minutes of the 2017 AGM were approved. The proposed minor amendments to the Group's governance were approved, ie:

- The designation of the position of 'Secretary/Treasurer' altered to 'Administrator' throughout
- Annual nominations for officer positions to be addressed to the Administrator at the organisation's email address.

Bob asked for audience members to let Donna know of any ideas they might have for future presentations.

David thanked Bob for chairing the meeting. He also thanked the Town Council for their continued financial support that had enabled the website and social media elements of the Group's work to be expanded.

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Dear Supporters of SWF's health & social care

**South Woodham Ferrers (SWF) Health & Social Care Group
today & AGM**

Huge apologies for our long silence. Hopefully one other way or another you have kept reasonably up to date with things to do with health and social care as they affect the patients and people of SWF.

The last year has been dominated by the development of the new Crouch Vale Medical Centre. Our Group (SWF Health & Social Care Group) has continued to work in close partnership with the Patient Participation Groups (PPGs) on that and all other relevant matters. The PPGs lead on GP Practices and Our Group on all non-GP services and issues.

Unfortunately our Administrator moved away last August and despite many appeals and adverts we've been unable to recruit either a willing volunteer with an £100pm honorarium or a contractor. Also I have had a bad year with various serious family illnesses and have at times been 'out of action'. Most regrettably communications has been the casualty.

So as briefly as possible to bring you up to date:

We continue to advertise for a new Administrator for a few hours per week; we need someone who is good with website management, social media and all sorts of communications; if you or anyone you know might be interested please contact me; our latest advert is on the home page of our website.

Since last summer, we (the PPGs' Chairs and Our Group) have strenuously lobbied those responsible for the development of the new Crouch Vale Medical Centre. In the absence of other communications we issued some public reports towards the end of 2018; we have not been in possession of information about the development which has not been made public one way or another; we have shared and represented people's feelings; the lack of patient and public engagement and involvement has been disappointing. In the end our pressure resulted in the public meeting held in January 2019, albeit some of our advice about how that might be run was not implemented. Our continuing efforts since then have led to a communications plan with the Practices producing two newsletters (with more promised), more information on their websites, ongoing Questions & Answers and two recent articles in Focus. We have been told about the services, timing and name. We regret that information has been piecemeal, slow and incomplete. The number of organisations involved and lack of a clear responsible overall lead has been a hindrance. There will be a drop-in information event all about the new Medical Centre from 1100-1700 on Saturday 13 July in Champions Manor Hall.

Annual Report 2018-19

- Presented to SWF Town Council for review as requested
- Published at <https://swfhealthsocial.wixsite.com/2017/annual-rep>
- Key achievements include:
 - Continuing involvement in & engagement with wide range of health & social care issues, organisations and activities as described
 - Go to authority for local & regional media for patient & public views Inc re NHS 70th anniversary & recent Invasive Strep A outbreak
 - Procuring 1st new £6mpa complex rehabilitation unit for Essex
 - Lobby Government Minister re rehabilitation service needs
 - Contribute to research to improve life-saving for major trauma victims

Income & Expenditure Account

Year Ended 30 April 2019

- Appendix 4 to Annual Report
- Income £1200.00 grant from SWFTC
- Expenditure £460.00 on honorarium for administration & out of pocket expenses
- Administrator left September 2018
- Surplus carried forward £742.77 to seed fund whatever new arrangements can be made

Appointment of Officers

- Nominations process followed
- Only nominations received:
 - Chairman: Peter Blackman
 - Task Force Chair: David Birch
 - Minutes Secretary: Jackie Birch
 - Position of Administrator appointed by Officers: Vacant

Performance & Plans?

- Time for your Comments, Suggestions, Ideas, Questions & Answers
 - About our Annual Report and Activities to date
 - About our future Work & Activities

South Woodham Ferrers Health & Social Care Group

- Email: swfhealthsocial@outlook.com
- Website: <https://swfhealthsocial.wixsite.com/2017>
- Twitter: @SwfHealth
- Facebook: <http://fb.me/swfhealthsocialcaregroup>
- Chair: Peter Blackman
- Task Force Chair: David Birch
- Minutes Secretary: Jackie Birch

Public Meeting

7. Welcome, Apologies, Context & Introductions – Chair – very brief

8. “The Livewell Linkwell Partnership” – social prescribing

**James Taylor, North & Mid Essex Team Lead, Essex Lifestyle Service
Including Questions & Answers session**

9. Keynote Address: “Today’s NHS and Tomorrow’s”

Caroline Russell, Accountable Officer, Mid Essex Clinical Commissioning Group (CCG); Lead Accountable Officer for Joint Committee, Mid and South Essex Sustainable Transformation Partnership (Locality Health and Care) - Including Questions & Answers session

Public Meeting

10. Crouch Vale Medical Centre – progress report

Robert Evans, Head of Operational Primary Care.

Mid Essex CCG

**Including Questions & Comments session – signposting
to Drop-in event at Champions Manor Hall on Saturday
13 July between 1100-1700**

11. Any Other Business

12. Next Activities

<https://swfhealthsocial.wixsite.com/2017>