



# South Woodham Ferrers Health & Social Care Group

Annual General Meeting  
8<sup>th</sup> July 2020  
6:30pm

## AGENDA

- 1. Welcome, Apologies & Introductions – Chair**
- 2. To accept and approve the Minutes of the 2019 AGM & Public Meeting**
- 3. To Receive the Annual Report of SWF Health & Social Care Group for 2019-20 & Appendices**
- 4. Keynote Guest: Dr Mike Gogarty, Essex Director, Wellbeing, Public Health & Communities**
- 5. To Discuss the 2019-20 activities and happenings**
- 6. Due to COVID-19, To Agree Suspension of the Governance of the Group for twelve months to July 2021 as far as it applies to any constitutional alterations or elections.**
- 7. To Consider & Discuss Activities for the Group for 2020-21**
- 8. Any Other Business**

## **AGENDA ITEM 2: Minutes of Annual General Meeting held at Holy Trinity Church on 11th July 2019**

Found at: <https://swfhealthsocial.files.wordpress.com/2019/11/swf-hscg-agm-notes-2019-07-11.pdf>

Chairman Peter Blackman introduced Bob Massey, Town, City and County Councillor who had kindly agreed to Chair the Annual General Meeting. There were 28 people in attendance, including later speakers.

Bob welcomed everyone to the meeting including the guest speakers. Apologies were received from Councillor Ian Roberts, Councillor Ashley John, Ian Gillard, Barbara Wood

Peter Blackman thanked Bob for Chairing the meeting.

After apologising for missing the 2018 meeting, he gave a brief summary of the notes taken at the meeting which are on the HSCG website. Peter then 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 2018-2019. He said that the annual report was agreed by the Town Council in June.

He then presented some key points from the report and his presentation is on the HSCG website. He said that despite family illness and the loss of the Administrator, much had still been accomplished. HSCG had been closely involved with the Patient Participation Groups in trying to achieve maximum communication with residents about the move to the new Health Centre. A range of other NHS issues had been addressed as part of various consultation exercises. He had been heavily involved in the Major Trauma Scheme and the procurement of the Major Trauma Unit.

A question was raised about the lack of support for the doctors to help answer questions about the move to the Health Centre, at the January public meeting. Peter responded that it was the doctors who had organised the meeting and it was they who had made the business decision to move. The HSCG and the PPGs had forewarned that the meeting would not be a success unless all the relevant parties were available to answer questions. There was to be an update on progress after the formal procedure of the AGM was completed. The financial statement shows an underspend on the budget because of the resignation of the Administrator. It is hoped to use this money to kickstart new admin arrangements.

## **AGENDA ITEM 2: Minutes of Annual General Meeting held at Holy Trinity Church on 11th July 2019**

Bob asked for the meeting to accept the report which was agreed by show of hands.

He then came to the election of officers. As specified under the governance 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. None yet arranged

As there were no other nominations these were elected unopposed.

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

Peter thanked Bob again for chairing the meeting. He also thanked the Town Council for their continued financial support.

## AGENDA ITEM 3:

### **To Receive the Annual Report of SWF Health & Social Care Group for 2019-20 & Appendices**

Annual Report found at:

<https://swfhealthsocial.files.wordpress.com/2020/06/annual-report-2019-20-vf.pdf>

Appendices found at:

<https://swfhealthsocial.files.wordpress.com/2020/06/appendices-to-annual-report-2019-20-vf.pdf>

## **AGENDA ITEM 4:**

### **Keynote Guest:**

**Dr Mike Gogarty, Essex Director, Wellbeing, Public Health & Communities**

## AGENDA ITEM 5:

### Discuss 2019-20 Activities and Happenings

Including:

- November 2019: Opening of Couch Vale Medical Centre
- February 2020: First steps towards setting up a town nurse
- March 2020: COVID-19 Lockdown
- Transformation of the Group:
  - New website
  - New Social Media Presence
  - Improved Communications
  - Weekly Bulletins
  - Authoritative, comprehensive source of timely Health & Social Care information
  - New Administrators:
    - ❖ Thanks Emma Wardall
    - ❖ Welcome Nikki Boreham
- Huge thanks to new volunteer recruits
- Over 1700 COVID-19 Voluntary Community Tasks delivered  
23 March – 4 July 2020.

## AGENDA ITEM 6:

**Due to COVID-19, To Agree Suspension of the Governance of the Group for twelve months to July 2021 as far as it applies to any constitutional alterations or elections.**



South Woodham Ferrers  
Health & Social Care Group

## AGENDA ITEM 7:

### To Consider & Discuss Activities for the Group for 2020-21

- Extend website, weekly bulletin subscription, social media, public relations & mass media reach & engagement
- Develop series of interviews and virtual events & activities on key issues & subjects:
  - Suggestions please to [swfhealthsocial@outlook.com](mailto:swfhealthsocial@outlook.com)
- Continue contributing to patient & public engagement using existing and new links:
  - Suggestions for new opportunities for this please to [swfhealthsocial@outlook.com](mailto:swfhealthsocial@outlook.com)
- Grow Group's team, including:
  - Representation on local Foundation Trusts inc for acute hospitals and mental health
- Continue to engage with key local issues including:
  - Transformation plan for Mid & South Essex acute hospitals
  - Amalgamation of Mid & South Essex Clinical Commissioning Groups
  - Development of SWF & Dengie Primary Care Network
  - SWF Town Nurse
  - Ongoing COVID-19
- Launch of Young people's project

## STUDENT SUPPORT PROJECT – SUMMER 2020

One constituency of our Town and surrounds badly affected by the pandemic is our students.

So we would like to offer 'a bubble' for students in SWF and surrounds who are studying, going to study or are interested in subjects and careers in health, social care and wellbeing. This is open to all students over 18 years old in school and college year 13, those starting University or College in the Autumn 2020, already taking University and College courses and leaving Universities and Colleges this Summer.

Our offer to you is to:

- Keep you informed of relevant local developments, including national developments that impact on or apply to us locally
- Provide a means of mutual support, and
- Provide a weekly one hour Zoom meeting for discussion with us about subjects or interest and relevance; we might also be able to attract a few local expert guests to join us.

This will run from now until the end of September 2020 when we will review this and consider any potential development of it.

If you are interested in this opportunity, please contact our Administrator Nikki by email to:  
[swfhealthsocial@outlook.com](mailto:swfhealthsocial@outlook.com)

## **AGENDA ITEM 8:**

### **Any Other Business**

**CLOSE:**

**THANK YOU FOR ATTENDING.**

**RECORDING OF THIS WILL BE PUBLISHED ON OUR WEBSITE AS SOON AS POSSIBLE**

**STAY SAFE, ALERT, HAPPY & HEALTHY**

<https://swfhealthsocial.co.uk/>