



The Winchcombe Medical Centre
Patient Group

Minutes of the Annual General Meeting
Tuesday 7th May 2024

1) Welcome:

The Chairman, Graham welcomed everyone to the meeting and introduced a new member Sandra Clements to her first meeting. We were very pleased to welcome Catherine Bettles (Operations Manager of the Cheltenham PCN).

Present:

Graham Ogden (Chairman), Kath Southwell (Secretary), Gill Cocks (Vice-Chair), Mike Otter (Treasurer), Else Ogden, Geoff Cove, Deborah Hunt, Andrea Davies, Roy Tustin, Trevor Green, Jane Clark, Sandra Clements, Melissa Parsloe (Practice Manager) and Dr Charles Inman.

2) Apologies and Resignations

Apology from Andy Gay

Resignations from Mike Otter who has been the Treasurer for 7 years and from Steve Milton.

3) Introductions:

Everyone introduced themselves for the benefit of the new members.

4) Minutes of the previous meeting. The minutes of the previous AGM held on Tuesday 2nd May 2023 were agreed as correct and Graham as Chairman, signed these as a true record of the meeting.

5) Annual Report from the Chairman 2023/24

The Patient Group has been active again this year helping the Medical Centre when asked and has initiated several events.

The ever-increasing pressure on the NHS, and in particular primary care, has put significant strain on the operation of the Practice which has seen an

increase in sickness levels and staff turnover. The Medical Centre staff continue to provide an excellent service although the waiting times have increased due to pressure on resources.

Vaccinations

The PG members continue to help with vaccination clinics throughout the year which are now a feature of everyday life. The clinics work efficiently which is much appreciated by all patients.

School Health Awareness Day

On 16th March 2023, another successful Health Awareness Day was held at the Winchcombe School. The number of presenters was less than in previous years due to the short timescale to make the arrangements. Discussions have commenced for the 2024 event which should mean much better presenter attendance. The Medical Centre and the School have updated their expectations of the day to give a more relevant focus on current issues.

Men's Health Event

On 16th May, a very successful Men's Health Event, organised by the Patient Group, was held. Our initial estimate of attendance was in the region of 50/60 people. Over 120 came along and everyone couldn't fit into the room. Despite this, the evening was very successful.

Winchcombe Country Fair

On 28th August, some members ran a stall promoting the work of the Patient Group and asking people for their views on the Practice. The overwhelming view was very supportive of the work the Medical Centre undertakes. Our position next to the dog arena meant we were never short of visitors and a similar position has been requested for 2024.

Bringing dispensing indoors

In December, the practice decided to bring the dispensing of prescriptions inside the Medical Centre to prevent people from waiting outside in the winter weather. The PG members were on-site during the initial two weeks of the changeover to help patients and explain why the changes had been made. We asked for opinions on the new arrangements and the large majority were supportive.

6) WMC Treasurer's Treasurer's Report 2023

Financial Summary

Bank balance at 1st January 2023	£429.40
Expenditure during the year	£186.82

Income during the year	£312.20
Bank balance at 31st December 2023	£554.78

2023 Commentary

1. During 2023 our expenditure was incurred on:

- Winchcombe School Health Awareness event postponed from 2022 (£50)
- Posters for the Men's Health event (£46.82)
 - Stand at Winchcombe Country Fair (£40)
- Winchcombe School Health Awareness event 2023 (£50)

2. During 2023 we received the following income:

- We received very welcome sponsorship of £47 for the Men's Health event from Winchcombe Rotary Club
- Our stand at the Winchcombe Fair achieved an income of £65.20
- The organisers of the Winchcombe Fair kindly donated £200 towards our work.

3. As I am stepping down from the Patient Group at the 2023 AGM, I am prepared to help my successor take on the Treasurer's role.

- 7) Mike Otter - Resigning as Treasurer** Graham thanked Mike on behalf of the Patient Group for acting as Treasurer for at least 7 years at WMC and before that for some years at Bishops Cleeve. He was presented with a bottle of wine by Graham as a small thank you for his service. Mike has offered to assist his replacement until they are happy with what is required.
- 8) Election of Officers and Committee Members.** Trevor Green has kindly agreed to take on the Post of Treasurer and was nominated by Else and seconded by myself. No applications had been received for the other Officer posts, and the current post holders kindly agreed to continue for another further year. This was supported by the other members of the PG.
- 9) Date of Next Meeting** The next AGM will be held immediately preceding the second meeting of the Patient Group in 2025.
- 10) Close** the meeting was closed at 6.15 pm

Signed :

Dated :

