



## Welton & District Patients' and Doctors' Association

### Minutes of Executive Committee Meeting by Zoom

Date: 3<sup>rd</sup> September 2020

Present: David Kitching (DK) (Chairman), Mike Lynch (ML) (Vice-Chairman), Janet Lynch (JL)(Secretary), Janet Goddard (JG) (Transport Coordinator), Jan Sims (JS) (Treasurer), Chris Jackson (CJ) (Events Coordinator), Eunice Wright (EW), Jane Padgett (JP), Irene McCully (IMcC).

1. Apologies for absence: Nadina Prestedge (NP) (Practice Manager), Betty Blower (BB), Chris Scott (CS).
2. Minutes of the last Meeting: Prior to the meeting EW highlighted two typographical errors.

Agreed to be a correct record

### 3. Matters Arising:

Item 4 - Coop photos, NP: to be carried forward in NP's absence

**Action: NP**

Item 7 - Purchase of HC equipment, NP: See Treasurer's report, Blood Pressure Monitors outstanding.

**Action: NP**

Item 8 - Laptop purchase ML/JG: Completed

AOB - emailing of reports prior to meeting ALL: Completed

### 4. Treasurer's Report:

There were no monies banked since the last meeting.

A payment of £552.41 has been made to the Health Centre, comprising:

£480.00 for the video door entry system

£72.41 for a digital camera for the nurses

Balance of General Account is £15,188.94.

Our end of financial year is 31<sup>st</sup> August 2020, JG has arranged the accounts to go to the Craig Thornton (accountant) for audit.

## 5. Events Committee Report:

CJ thanked JG, JP and Ann Logsdale for all of the time spent tending the bric-a-brac stall at both Scothern and Sudbrooke. A great result so far.

CJ proposed cancelling the Village Hall booking for the Christmas Lunch as nothing had really changed since the Spring Lunch. Indoor events are limited to 30 people, all of the PDA's supporters and most of the helpers are from the at-risk groups and it is impossible to socially distance in the kitchen (agreed).

**Action: CJ**

CS has kindly offered her garden in Brattleby for an 'Open Garden' event next year. It is hoped to include the usual cake stall, raffle, tombola etc. JG has suggested that transport be arranged where needed for supporters to attend this event as we do for lunches.

£110 has been raised so far on the Just Giving page.

## 6. Transport Coordinator's Report:

Bank	£4725.92
Cash in hand	£ 228.40

Income since last meeting:  
Donations           £ 70.00

Expenses since last meeting:  
Raffle ticket printing       £84.00  
Driver mileage April-June £67.65  
Laptop                       £449.00

Prescription payments In and Out June £147.15, July £22.95

Raffle tickets are selling well and there are currently 980 books out with various sellers. Since the last meeting, new prizes obtained include: £300 worth of patio furniture from Beal Homes, a family admission to house and gardens from Doddington Hall, a wood turned table lamp and 48 packets of Pipers crisps.

3 or 4 drivers need wheelchair training but until it's practical and safe to do this JG will avoid giving them jobs involving wheelchairs.

The sale table mentioned by CJ has currently raised £579.60 and will take advantage of the next good weather day. Various items to sell are still being received.

JG has agreed with NP to place a table in front of the surgery to sell raffle tickets at the flu clinics. The sellers will observe appropriate social distancing.

The injections will be by appointment only and patients will enter through the main door and out through the side door. The PDA's presence will obviously depend on the weather! The dates are Sat/Sun 26<sup>th</sup> and 27<sup>th</sup> Sept, subject to the arrival of the vaccines. JG will seek volunteers to sell tickets nearer the time.

A driver, John Pope passed on his best wishes to the committee.

#### 7. Practice Manager's Report: (None)

The committee discussed contacting the surgery by telephone and the AskMyGP web service. The telephone option to contact the pharmacy seemed to disappear for a time, and some patients are not aware that AskMyGP can be used to request all practice services and is not just for making appointments with a GP.

#### 8. Forthcoming AGM, reappointment of Executive Committee members and Officer Roles (excepting Health Centre representation)

The next meeting will be the AGM. DK to book the meeting for Zoom. JG to write in the local magazines to inform the general public of the AGM and that they are welcome to join in the zoom meeting. The details for admittance onto zoom will be published on the surgery's website.

All committee members present confirmed their willingness to serve for another year, subject to there being no other interest in their roles expressed at the AGM. That being the case DK will propose their re-election en bloc as in previous years.

#### 9. Meeting dates for 2021

The following dates were agreed:

7th January 2021

4th March 2021

6th May 2021

1st July 2021

2nd September 2021

4th November 2021 (AGM)

All meeting to start at 7:30 PM, venues dependent on any social-distancing or other restrictive measures in place at the time.

#### 10. AOB (None)

Date and time of next meeting (AGM):

**Thursday 15<sup>th</sup> October at 7.30 pm on Zoom.**

<https://us04web.zoom.us/j/71681102236?pwd=eFVQd3VwRXpLMWprMUphSjNtRFhmdz09>

**The meeting ended at 8.35pm.**