

**MINUTES OF THE GREAT BENTLEY PATIENT PARTICIPATION GROUP
MEETING HELD ON THURSDAY 15th NOVEMBER 2018
AT 6.30PM IN THE MITCHELL ROOM, GREAT BENTLEY VILLAGE HALL**

Chaired by: Melvyn Cox
Present: Charles Brown, Vice Chair/Treasurer
Kathy Chilvers, Secretary
Surgery Guest Richard Miller
Guest Speaker Peter Harry
+ 16Members

1. Welcome:

The Chairman welcomed everyone to this meeting which is also the AGM.

2. Minutes of Last Meeting:

No points were raised and approval for the minutes of 18th October 2018 was given.

3. Guest Peter Harry First Responder

Peter told the meeting that he had lived in the village since 2004 and has been a First Responder for 6 years. He had 3 weekends of initial training with the NHS. A First Responder is used in situations where primarily they respond to life threatening emergencies where it is vital to get someone to the patient as soon as possible. There are particular categories where a First Responder will be called in. These are things such as possible heart attacks, strokes, diabetic and respiratory emergencies. He covers locally Great Bentley, Frating and Thorrington. He has a radio and phone contact with the Chelmsford centre who might call him in as they try to get to the patient within 8 minutes. A First Responder may be used in order to get someone there as soon as possible.

He may be called out further i.e. St Osyth but that might take over 8 minutes. First responders are always backed up by ambulance, rapid response team which could include a helicopter. Harry told us that he has been to 4 cardiac arrests in the last 5 years.

The Ambulance service provides what they need but they do try to fundraise for other things such as the tops that they wear.

Peter brought in a Resuscitation dummy "Annie" and then demonstrated to the members in great detail what should be done in case of an emergency if any of them found that they were the only person present until a First Responder or other emergency help arrived.

After following a range of steps to ascertain whether a defibrillator should be used he then demonstrated the defibrillator which actually tells you exactly what to do. There is a defibrillator in the village hall, one in Tescos and one in the surgery.

He also explained that with a possible stroke the main thing was to ascertain whether it was actually a stroke and very important to take note of the time as this would inform exactly what treatment the professionals would carry out.

4. Refreshments

These were provided by Judy and Alan Bishop including home baked scones and cakes and thoroughly enjoyed by all present. A vote of thanks was given by members.

5. Hollies Surgery News Richard Miller

Richard reported that the Physiotherapy, for which the surgery obtained funding for 1 year, was very popular and there was good feedback from the patients who had used this facility. There are still difficulties obtaining the supplies for flu jabs and they were running out again, but they had managed just before the meeting to get a further supply from another surgery which was being picked up the next day.

The DNA figures at present seem to be fairly steady at the moment with a figure of 65 for October. 25 letters have been sent out to patients who had not turned up to two appointments, but 4000 people had turned up.

6. Annual General Meeting

i) Chairman's Report

There has been the usual 10 meetings since the last AGM and 6 guest speakers (Health in Mind, 2 about the hospital merger, Dementia and First Responders) The Chairman thanked the committee members, the surgery and the members who attended the meetings.

ii) Treasurer's Report

A spreadsheet containing the figures was given out to the attending members and the figures were explained. Basically all outgoings were the cost of the hall which was £238.80 and the income was £300 from the surgery.

iii) Membership Report

In total there are 172 members, 88 of whom are virtual members. The average attendance at meetings was 15.4 members. There has been no feedback to the PPG from any of the virtual members.

iv) Nominations for Committee Positions

Chairman - Kathy Chilvers was nominated by Melvyn Cox for this post and seconded by John Leggett

All other positions received no new nominations and those committee members present were happy to stay in those positions.

v) Voting of Committee

It was proposed by the members at the meeting that the voting should be carried out in bulk and all were voted in by the majority of the meeting.

This does now leave the position of Secretary vacant and to be filled - anyone interested in assisting, please contact Kathy Chilvers the new Chairperson.

7. Any Other Business

A suggestion from one of the members of a speaker from St Helena Hospice regarding their future plans was put forward and will be followed up.

John Leggett thanked Melvyn Cox for his hard work and leadership of the Great Bentley PPG over the last 5 years. This was strongly agreed with by all the other members.

8. Date and Time of Next Meeting: Thursday 17th January 2019 at 6.30 pm

Kathy Chilvers
Secretary