



## **FLEET HOSPITAL AND COMMUNITY FRIENDS**

**'Supporting local Health Care needs'**

### **Minutes of the AGM held at Fleet Hospital on 25th May 2016 at 7.00pm**

- 1. Chairman's welcome** – Claire Pamment welcomed all members and thanked them for coming. Claire introduced Sharon Knight who is the new Area Matron.
- 2. Apologies** – Shelly Mason, Carole Woodford, Anthony Barrell, Geoff Baker, Anne Tracey, Gwen Easter, Elva Lipscombe, Dennis Davis, Anne Race

**Present** – Claire Pamment, Harrie Glossup, Helen Parberry, Caroline Hoare, Leo Race, Gill Main, Ann Gotting, Helen Bellamy, Brian Proctor, Pat Webb, Jean Tucker, Vera Pullen, Dawn Williams, Sally McMillen, Shelagh Pagden

- 3. Minutes of the Last Meeting**

The minutes were signed as correct

- 4. Matters Arising**

None

- 5. Talk by Sharon Knight – Area Matron, based at Fleet Hospital**

Sharon started her talk by thanking us for inviting her and said that she had been in post since the 1<sup>st</sup> April and worked closely with Shelly Mason the Hospital Matron and that she was also responsible for the Therapy departments at Fleet Hospital. Sharon described her busy background and said her experience was in acute nursing and that she felt she had wanted to see what went on in the community and her aim was to join up the two. There are four communities, Fleet, Farnborough, Aldershot and Yateley that Sharon is responsible for, she is very 'hands on' supporting and running training days for staff. Sharon felt communication was important.

Sharon indicated that there were ongoing staffing problems which a number of other areas were experiencing as well.

Claire thanked Sharon very much for talking to us and explaining her role.

- 6. Chairman's Report**

Claire indicated that our Constitution had changed and we were using a specialist Solicitor.

Claire said that Fleet Hospital had a new Area Matron who had been in post since 1<sup>st</sup> September 2015, she also looked after Parklands in Basingstoke but was based in Fleet.

Claire told the meeting how funds has been spent over the last year.

Microscope for use in OPD which is being used x 4 times week

Trolley for patients notes in OPD

INR and Urinalysis machines for use by the ward

Pulseoximeter  
Alarm Cushion and new bedside chairs.

Claire said the OPD depart was very busy with over 17,000 patients seen last year, physio was also busy.  
Calthorpe Unit was busy and full with 6 GP beds and 12 re-habilitation beds.

Claire concluded by thanking her Committee for their support over the year.

## **7. Secretary's Report**

.Helen Bellamy thanked the Friends' for their continued support with the street collections, Christmas Fayre and raffles and that help was always gratefully received. Thanks also went to Jenny Brown and the Brownies who plant bulbs etc to make the garden look colourful. Continued thanks go to Fleet Rotary and Lions who make the hospital look magnificent at Christmas.

Activities the committee had taken part in over the year –

Book and soft stall at the Elvetham Heath Fete

Two representatives from the Friends attended the Fleet Remembrance Day parade

Christmas Fayre,

Quiz night where this year with the participants agreement we gave the raffle money to the All Saints Church Fund.

Display about the hospital at the residents meeting at the Fleet Harlington Centre.

Helen explained that we are still looking at ways to raise the Friends' profile and have updated our website which will be demonstrated later in the meeting.

Helen also indicated that due to the large bequest we had received the committee had agreed that they would like to fund a Fleet Palliative Care Nurse working out of the Phyllis Tuckwell Hospice for a term of five years. Negotiations with the Hospice are ongoing but the person who donated the large bequest also had a close affinity with the Hospice as well therefore we thought the idea appropriate.

Dates for your diary –

Street Collection – 3<sup>rd</sup> September 2016

Christmas Fayre – 26<sup>th</sup> November 2016

The minutes of this meeting will be put on the website for everyone to read.

## **8. Treasurer's Report**

Brian Proctor advised that the accounts had been signed off for the last year, (see enclosed sheet). Brian also explained that due to our large bequest and that because of the rules of the Charity Commission extra accounting had to take place which meant that the accountants had to charge for their time.

No questions were raised.

Brian asked if the Friends' were happy to re-appoint Menzies as Accountants. Vera Pullen proposed and Ann Gotting seconded.

## **9. Membership Secretary's Report**

Harrie Glossup thanked everyone for their support and that a £1000 had been collected in subscriptions so far. Membership remains at about 100 and she was looking for new ideas with the newsletter.

Harrie also indicated that we were still looking for a gardener just to keep the beds and tubs tidy. Vera Pullen suggested that that someone who has downsized may be interested. Helen Parberry suggested putting an advert in parish magazines and she would make contact with her Christ Church colleague. Claire Pamment would approach All Saints.

Harrie then went on to explain the new rules from the Charity Commission that affect us as a charity. Up to now we have been an unincorporated charity but we now need to be an incorporated charity responsible for our own decisions, this protects the Trustees from being sued. Everything would stay the same except we will have a new charity number. We have had to employ a speciality solicitor to deal with this for us which has cost.

## **10. Website**

Ann Gotting demonstrated the new site explaining page by page how to access the information. Ann will update the site regularly.

## **11. Election of Committee**

Members up for re-election

Dr Caroline Hoare – President

Claire Pamment – Chairman

Helen Bellamy – Secretary

Brian Proctor – Treasurer

Harrie Glossop – Vice Chairman and Membership Secretary

Claire Pamment asked if anyone would propose Dr Caroline Hoare as President – Proposed by Shelagh Pagden, seconded by Vera Pullen

Claire Pamment as Chairman

Harrie Glossop as Vice Chairman and Membership Secretary

Helen Bellamy as Secretary

Brian Proctor as Treasurer, the Officers were proposed by Dawn Williams, seconded by Jean Tucker

Committee Members – Jenny Brown and Anthony Barrell – proposed by Vera Pullen, seconded by Jean Tucker

Carole Woodford is standing down for present due to personal circumstances and our thanks went to her for all her support over the years.

## **12. AOB**

Harrie Glossop explained about Vanguard – Frimley Park Hospital had received money from the government to be a vanguard site looking as how to use beds at Fleet and Farnham. There were 44 beds closed at Farnham which have been opened to help with the winter pressures. Harrie is still waiting for the report as to what is going to happen.

Pat Webb indicated that GP's are now sending patients for hearing tests to Boots and Spec Savers instead of Fleet Hospital. This needs to be monitored.

Claire Pamment thanked everyone for attending and the meeting closed at 8.15pm

