



FLEET HOSPITAL AND COMMUNITY FRIENDS

'Supporting local Health Care needs'

Minutes of the AGM held at Fleet Hospital on 15th May 2019 at 7.00pm

Present – Claire Pamment, Harrie Glossop, Helen Bellamy, Caroline Hoare, Ann Gotting, Shelagh Pagden, Gill Main, Gwen Easter, Anne Crampton, Anthony Barrell, Leo Race, Brian Proctor, Geoff Baker, Jean Cottis, Pat Webb, Sylvia Cook, Norma Vaughan, Chris Sharverin, Jenny Brown, Lindsay Core, Gillian Collins, Sally McMillan, Karen Vout

- 1. Chairman's Welcome** – Claire Pamment welcomed all members and thanked them for coming. Claire explained that an AGM was a legal requirement for all charities. Claire welcomed Claire Gunn – Infrastructure Delivery Project Manager for the future of Fleet Hospital
- 2. Apologies** – Dawn Williams, Kirsty Arnold, Anne Tracey, Babs Brandon, Vera Pullen, Jean Tucker, Irene Bye, Anne Race
- 3. Minutes of the Last Meeting**
The minutes were signed as correct.
- 4. Matters Arising**
None
- 5. Talk by Claire Gunn- Infrastructure Delivery Project Manager**

Claire had some handouts which showed how the new Integrated Care Centre would look upon completion and how it was to be funded. Claire explained that with an ageing population provision was needed to accommodate these extra care needs which would be provided under one roof. E.g. Drs, nurses, physios, OT's etc

The central area would be better utilized and the IT would be upgraded in all areas. Staff would hot desk. Claire pointed out these areas on the plan (see attached sheet).

Planning permission is awaiting approval and when approved a full business case would be made. Ann Gotting asked about the beds and Claire said that the ward was not part of the scheme although she did admit that the disruption of building works would mean that the ward may be de-camped but this would not happen during the winter months when the pressure on beds is greater. It is hoped the centre will open Autumn 2020. Shelagh Pagden hoped that the beds would return upon completion of the works.

While works are taking place the outpatients, physio and xray would work as usual. Chris Shaverin asked about car parking with extra outpatient clinics running. Claire Gunn indicated that as part of the scheme extra parking would be provided but it was felt that this was not enough. A discussion followed about car parking and how the council had asked for large sums of money for car parking spaces in the Church Road car park where staff could park off site, this had been discounted. Anne Crampton in her role as a Councilor would liaise with the Council to reconsider. Claire Gunn said that they were going to run a car park survey as part of the Transport plan.

Chris Shaverin indicated that the Respiratory Nurse now did not visit Fleet Hospital and that local patients had to travel to see her and asked why this was and why couldn't she be included? Claire Gunn was not able to answer that question and did not know why that decision had been made.

6. Chairman's Report – Claire Pamment

Claire said that we again had had a busy year and that all hospital departments remained busy. The Friends' this year had bought a scanner for the Urology department which has enabled them to run more urology clinics at the hospital. The scanner cost £44,000. The Friends' had also bought some special cutlery for the O.T. department, this cutlery is used to access which is the best for the patient. The Friends' are now in the third year of five supporting the Phyllis Tuckwell Hospice.

Unfortunately there was no hospital representative at the meeting but Claire had received an update which she read out:-

"The year had been exciting for the Community Services. This had included a new ward manager, development of the midwifery hub and continued growth of existing services including OPD and MSK.

Fleet Integrated Hub – As described earlier by Claire Gunn above there is to be significant investment (subject to planning permission and full business case approval from the Frimley ICS)

Calthorpe Ward – In September the ward welcomed Sarah Fotheringham as the new ward manager. Sarah came from working within Frimley Park and her appointment cements further the clinical links with the acute site.

In the last year there has been an increase in the use of Calthorpe beds as a 'step up' for community patients in relation to admission avoidance to the acute sector, as well as the continued provision of 'step down' beds for the locality patients, some of whom are not quite ready to leave hospital and who can receive the rehabilitation need to prepare them for moving to their own homes/accommodation. The physiotherapists and Occupational Therapists in the Enhanced Recovery at Home service are working closely with the ward in providing extra support to patients to help maintain their independence in their own homes. The ward now benefits from having a full time OT and has recently introduced a 'breakfast club' for patients, this enables them to help themselves to breakfast and is part of their rehabilitation.

The ward in the last year has maintained between 89 and 98% occupied bed days with the average length of stay reducing from 22 days in April 2018 to 16 days in March 2019. This is an indication of the good work being undertaken on the ward by both nursing and therapist staff.

Fleet Outpatient Department – The department continues to grow with an average of 3050 patients being seen on a monthly basis. The clinic space is being utilized 98% of the time with the department being open from 8am-6pm Monday to Friday. There has been an increase in Dermatology and Urology clinics. Investment has recently been made by Frimley Health Trust to increase the staffing numbers. Louise McArthur has been appointed as Matron to cover the department. Louise also covers Aldershot Centre for Health outpatients and is the link to Farnham Hospital enabling integrated working between sites.

MSK Physiotherapy Department – The department has also had a busy year GP referrals remain static but there has been an increase in consultant referrals into the department. The department is open Monday to Friday.

The team currently facilitate individual appointments along with an average of 4 classes per week catering for between 9-12 people per class. The average waiting time to be seen for routine appointments is 5-6 weeks with urgent cases being accommodated within 2 weeks.

Midwifery – All the Fleet based community midwives are accommodated within the hospital, they now deliver regular ante natal clinics at the site and are working collaboratively with the health visitors who are also based with the hospital.

Fleet Hospital has been visited by both the Medical Director, Chief Executive and the Director of Nursing who have been impressed by the standards of care delivered and the commitment of the staff. The community inpatients has been rated 'Good' by the CQC and it was noted by the CQC that there was outstanding practice with regards to the integrated working within a range of multidisciplinary health and community partners. It was also noted that the lead Consultant on the ward had close working relations with medical and social care colleagues and that the patients benefited from individual care plans to support timely transfer to home or preferred place of residence.

The report concluded by saying that the additional activity at the hospital comes with its challenges regards accommodation and parking but it does mean that the site is secure in supporting the local community from cradle to grave"

At the end of her report Claire thanked all the committee for their support in helping to run the Friends,

7. Secretary's Report – Helen Bellamy

Helen thanked the Friends' for their continued support with the street collections, Christmas Fayre and raffles.

Representatives from the committee regularly attend public functions and meetings and our activities are recorded on our web site.

This year we have been very fortunate that a new member Jo Mullen along with another member have taken over the part of the garden that the Friends' have responsibility for and it is looking lovely.

Our Christmas Fayre was well attended thanks to our extra advertising and we are grateful to Fleet Lions, Fleet Rotary, the Hospital outpatient department, Church Crookham Wives group for their delicious cakes, Cynthia Tigwell for her soft toys and Irene Bull for her groups hand made gifts. The date for this years Fayre is 30th November 2019.

Our thanks also goes to Fleet Lions and Fleet Rotary who decorate the hospital at Christmas which always looks magnificent, Thank you also goes to Mark and the church choir for the lovely Christmas carol service which was attended by patients and relatives.

In February we again held a very successful quiz night.

The annual street collections this year are August 17th at Morrisons and in Fleet town centre 7th September, again Claire is looking for helpers on these dates.

Helen concluded by thanking everyone for their continues support and as ever if anyone has any suggestions please let us know.

8. Treasurer's Report – Brian Proctor

Brian reported that our funds remain healthy.

Last year we have received £5,873 with outgoings of £60,571 (see Accounts)

We still have 3 years of our commitment left to the Phyllis Tuckwell and we are still awaiting our annual report from the Hospice.

We have also committed funds to the Samaritans for a new telephone system.

The accounts have been audited and sent to the Charity Commission.

Brain proposed that we use Menzies again to audit the accounts for the coming year.

Seconded by Gwen Easter.

9. Membership Secretary's Report – Harrie Glossop

Harrie indicated that we have approximately 120 members but are always looking for new members. Members receive a newsletter twice a year. Our members are valued and help us in many ways.

Over the last year there has been a great deal of paperwork that has had to be completed and that the Friends' took advice from Caroline Whinchurch from Hart Voluntary Service on several matters which has helped complete the paperwork.

Harrie said that the Trustees were going to meet with the new Chief Executive in June so that he is aware of our work.

The Trustees have met with the Community OT service who are hoping to set up a van with equipment which could go to patients homes in an emergency situation to hopefully prevent a hospital admission. If this is set up the OT's have asked if the Friends' would buy some equipment. We have also agreed to fund equipment for the new 'hub' in due course.

All equipment requests are judged on merit and agreed by the committee.

10. Election of Committee

Members up for re-election

Dr Caroline Hoare – President

Claire Pamment – Chairman

Helen Bellamy - Secretary

Brian Proctor – Treasurer

Harrie Glossup – Vice Chairman and Membership Secretary

The re-election of Caroline Hoare as President was proposed by Brian Proctor and seconded by Anthony Barrell

The re-election of the Officers, and Committee Member Anthony Barrell was proposed by Pat Webb and seconded by Gwen Easter

11. AOB

Anthony Barrell wished it to be recorded that when he attends the Outpatient clinic at Fleet Hospital he is treated extremely well.

Geoff Baker suggested that a 20mph speed limit should be put on Church Road especially past the hospital. Anne Crampton will investigate.

Claire Pamment brought the meeting to a close at 8.15pm.