

Minute of meeting on Wednesday 8th June 2016.

Present: Cass Slater, Julia Smith (chair), Annette Jamieson(treasurer), Patricia Odie, Linda Strachan, Dan Thompson, Catherine Gibb (Secretary), Dr Singh, Dr Gardener

Apologies: Jill Thomson, Alexis Goodlad, Rae Thompson

Dr Gardner introduced Dr Singh, our new permanent doctor, who started work last week. Introductions to the group were made.

Julia Smith welcomed Dr Singh to the group and then read out the minutes of the previous meeting. Dr Gardener approved, seconded by Annette Jamieson.

Dr Gardener raised the topic of the localities project.

Linda Strachan said that both the localities project and the integration of community health and social care were progressing slowly.

Our new doctor has been appointed. The situation with second community nurse remains vacant. The Community Nurse situation is being looked at as a whole within Shetland, so until that review is completed it is unlikely there will be any changes.

The Blood Pressure machine which the group purchased, had needed recalibrated, so the group had previously received an invoice for £187. If the group buys equipment, we may be responsible for future maintenance costs, if the Shetland Health Board do not take on the responsibility for ongoing maintenance.

The Health Board handyman can cut the grass to 1m along the paths. He has said he will do the front. Linda Strachan asked if this could be extended to cover where the oxygen cylinders are kept. That leaves an area round the back uncut. We will write to the Health Board to ask if we can be considered like all other HB surgeries and have the whole area cut

Treasurer's report.

Annette Jamieson reported funds now stood at £7139.28. This includes a recent donation of £1140. There were also two other recent donations totalling £130. Donors could specify if they wish a specific item to be purchased for the practice.

The treasurer went on to pass on information from the OSCR meeting she had attended on behalf of another charity, but which is applicable to us as well. The meeting was about good governance and transparency of the charity. Every new trustee should be aware of the constitution which should be reviewed on a regular basis. For the annual report which is submitted to OSCR, we should note when trustees both join and leave.

There is also guidance on the OSRC website on use of social media for charities. We do have a facebook page, so we could, for example, have a target audience for our posts

We need to minute the group agreement to change the Bank Mandate to add the new secretary, Catherine Gibb as a signatory and to remove Patricia Odie since she was no longer Secretary. It appears to be prudent to have office bearers as signatories on cheques.

It was agreed by the group to change the mandate. Annette Jamieson will get necessary forms.

Patricia Odie is happy to continue to receive invoices to pass on to the treasurer for payment.

Young Philanthropists.

Some secondary classes in Shetland were involved, in groups, in choosing Charity groups in their area to research, decide on something they could give, and then give a presentation. The winning group won £3000 for their charity. Our group came second. They decided to give us a logo. All entries were submitted to the group to choose a winner. The entry from Caitlin Willis was chosen. Her logo will now go on our letterhead, and on labels attached to equipment which belongs to the group.

Secretary to write to school with our thanks, acknowledging quality of entries and congratulating Caitlin.

Flu Clinics.

As it is still early in the year arrangements are not yet available. It was agreed we are happy to continue with the arrangements for previous years, with this group covering the 2 clinics in Mid Yell, and other charities covering those in Burravoe and Cullivoe. Emails will be sent out at the appropriate time.

Christmas Hamper.

Again this is early, but arrangements can remain the same as previous years. Emails will be sent out at the appropriate time.

AOCB

Ambulance.

All systems working well at the moment.

RVS/Health Board.

Contact was made from Dionne Wilkinson, RVS about a scheme to recruit drivers locally to transport patients to surgeries etc. However, there has been no more information.

There also seems to be involvement from the RVS in a hospital to home scheme. Again information was limited.

Group Changes.

Dan Thompson intimated he would like to step down from the group. He has been involved from the beginning and feels it is time to have new faces on board. The group wish to thank Dan for his time and commitment over the years.

Bob and Norma Farmer have intimated they wish to join the group.

Newsletter.

Patricia Odie confirmed they are planning a newsletter now our new doctor has been appointed. This will be written and sent to the Health Board for approval before being distributed by email and a paper copy with prescriptions.

Next Meeting

The next meeting will be the AGM About March/April, unless circumstances prove necessary to hold a special meeting.

There being no further business the meeting then closed.