

FRIENDS OF AVISFORD MEDICAL GROUP

ANNUAL REPORTS

Accounting Years
2019-2020 & 2020-2022.

FRIENDS OF AVISFORD MEDICAL GROUP

Registered Charity No: 1077882

Patron: Mrs. M. Burton

www.avisfordfriends.co.uk

The Friends of Avisford Medical Group is a registered charity affiliated to the National Association for Patient Participation. Its objectives are:

- A) To relieve suffering by the provision of funds for the purchase of medical and other equipment and services for Avisford Medical Group and the community, not normally provided by the local health Authority.
- B) To advance the education of the public in health care by providing lectures, forums and other educational activities and the publication of a newsletter devoted to health care.
- C) To represent the views and concerns of patients both within the Group and more widely.
- D) Engage in activities, which further the other objectives and contribute to the health and well-being of Avisford Medical Group patients and the wider community.

The administration of the Charity is carried out by a management committee, consisting of a minimum of ten committee members, who meet approximately every six weeks to determine policy, monitor finances and ensure that the views and concerns of patients are represented fairly.

It should be noted that the charity, its administration, and its finances are separate from and unrelated to the administration and finances of the Practice and its staff. All equipment purchased by the Charity remains the property of the Charity and does not form part of the assets of the practice.

MANAGEMENT COMMITTEE

Chairperson:	Miss Gillian Henry*
Treasurer:	Miss Gillian Henry*
Secretary:	Mrs. Nicky Mills*
Mr. John Thompson*	Mrs. M Skeef
Mrs. Anne Evans	Mrs. B Saunders*
MS Lynn Kendall*	Vacancy x 3

Friends of Avisford Medical Group

Patron: Mrs. J Morgan
Registered Charity: 1074882

Minutes of the AGM, Tuesday 18th June 2019 Yapton & Ford Village Hall, Yapton at 2.30 pm

Present: – The Committee – Miss G Henry – **Chairperson & Treasurer**, Mrs. N Mills – **Secretary**, Mrs. M Skeef, Mr. T Hobson – **Membership Secretary**, Mrs. L Kendall, Mrs. B Saunders, Mrs. P Mares, Ms. A Moore and 7 members of the public.

Apologies for absence: Mrs. J. Morgan – **Patron**. Mr. J Thompson, Mrs. Burton, Mrs. A Evans.

Minutes of 2018 Annual General Meeting. – Acceptance of last year's minutes were proposed by Mrs. B Saunders and seconded by Mr. T Hobson.

Chairperson's Report

Gill Henry introduced herself, welcomed everybody to the Annual General Meeting and ran through her report, the full details of which were contained in the Annual report. Gill said that taking over the position of Chairperson from Mrs. Burton had been a hard act to follow but that it had been a successful year due to committee teamwork. She mentioned future talks that were planned which she hoped could take place in alternating venues – Middleton, Yapton and Barnham. Patients were encouraged to feedback ideas for future talks. Gill thanked Marie Skeef who had represented the Friends on the Regis Community Board this past year. Mrs. Anne Evans is considering taking this over now.

Gill recommended the Friends website www.avisfordfriends.co.uk – that she keeps up to date with all the latest news and links to NHS advice etc. The Friends continue to fund and issue a Newsletter twice a year copies of which can also be found on the website.

Gill finished by thanking the committee, Jerry Nelson – Practice Manager and Doctors Bansil and Sidney for their support.

Treasurer's Report

Gill Henry pointed members to her report in the main Annual Report document and began by thanking Keith Rutter for checking the accounts again this year. She said that a lot of money had been spent on equipment. An expensive Dopplex Blood Pressure machine was among the list of purchases. There was still very good support for the 2nd hand books. The committee were looking into setting up a 50/50 club later in the year and were currently testing the water to see how popular it would be. Gill completed her report by asking for any further fundraising suggestions.

1st Resolution - It was then proposed by Mrs. M Skeef & seconded by Mrs. B Saunders that 'The Accounts for the period ended 31st March 2019 be adopted'.

2nd Resolution – Anne Hollis proposed with Mrs. Rogers seconding that 'The following Trustees/Management Committee members be re-elected for a further year'.

Ms. G Henry	Mrs. J Morgan	Mr. J Thompson	Mrs. M Skeef
Mrs. L Kendall	Mrs. B Saunders	Mrs. P Mares	Mrs. N Mills,

And to ratify the appointment of Ms. A Moore and Mrs. A Evans onto the committee.

Gill Henry then proposed, and Nicky Mills seconded that Ani Moore be appointed Treasurer.

3rd Resolution – It was proposed by Janet Wood and seconded by Mrs. Rogers that 'The Annual Report for the period ended 31st March 2019 be adopted'.

AOB – Miss Henry announced that sadly after many years' service Tony Hobson was standing down from the management committee. During a small presentation he was told that he was going to be really missed.

CHAIRPERSON'S REPORT

It was with some trepidation that I stepped in as Chairperson in June 2018 to replace Mavis Burton who stood down after 11 years on the management committee and nine years as Chair.

Who would have known at our AGM in 2019 that we would face a global pandemic which would call a halt to much of our work. 2020 saw the cancellation of our health talks, the suspension of our books sales and other activities. The 50:50 Club continued to run with my grateful thanks to Barbara Saunders and Lynn Kendall for all their hard work. They along with Barbara's neighbours, who have witnessed the draw outside from a suitable social distance, have allowed us to continue to raise funds for the surgery and purchase much needed equipment.

We continued to improve our website www.avisfordfriends.co.uk to include the many announcements regarding the Covid 19 pandemic and to publish a newsletter in Summer 2021. Please take time to explore the site if you have access to the internet. We also have a group email address avisford.friends@gmail.com which can be used to communicate with us or write to us c/o the surgery address but do not enter the surgery until restrictions have been lifted.

Sadly, during the past 2 years we have had three members of our committee leave us - Pat Mares and Patricia Robinson who have moved away from the local area. We also received a request from our Patron - Juliet Morgan to step aside and give up her place on the committee. Although Juliet is remaining close by, following a house move, she felt that this was an appropriate time to stand down from her role. We are very grateful to Juliet for all her support and wisdom over many, many years since the inception of the Friends in 1998. She will be missed both as patron and a committee member.

We therefore have at least three vacancies on the committee and would gladly welcome new members with new ideas and a willingness to further our work. The Friends is the Patient Participation Group for the practice. In this role we attend meetings of the Sussex NHS Commissioners and the Regis Community Board to press for improved services and highlight concerns.

I would also like to thank the rest of the management committee who have worked hard during the past 2 years during the challenging times we have all experienced. At this AGM I intend to stand down as Chair but remain on the committee as Treasurer and Web Coordinator. I am pleased to inform you that we currently have a member of the committee, John Thompson, who is willing to step into the role (subject to ratification at the AGM). You can read some information about John following this report.

As many of you know the surgery saw the retirement of Jerry Nelson, Business Manager for the practice. We sent Jerry off into retirement in Devon with our grateful thanks ringing in his ears and welcomed Paul Lovell who has already attended some on-line meetings with the group.

A big thank should also go to all of you – the patients of Avisford, who have continued to contribute by making generous donations to our equipment fund, supporting the 50:50 Club and taking time to give us your views and support your local surgery.

My final words of thanks go to Paul Lovell, Practice Manager and Drs Bansil and Sidney who have attended on-line meetings with us and support our work as we support theirs.

Gill Henry
Chairperson

JOHN THOMPSON

I have lived in Elmer for over 30 years. When we moved down from London the Middleton Surgery was still in Dr Lloyd's garden. I have always received amazing care both from the NHS and the surgery. So, when invited about six years ago to join the committee, I felt this was an opportunity to contribute to the work of the surgeries.

"Over the last 20+ years I have been a Governor in several schools: my focus being helping schools out of special measures and improving provision for children who struggle in school. I have been the Lay Member of the West



Sussex Safeguarding Children Partnership since 2010. I was a Trust Governor at Western Sussex Hospitals, and was Lead Governor from 2016 to 2019, where I was most involved in improving the patient experience. I was recently elected a Trustee of Arun Arts that look after the Regis Centre. I also sit on various Panels for several local authorities.

If elected, I see my role very much as protecting and helping support improvements to the services our surgeries provide and ensuring your voices as patients are heard.

TREASURER'S REPORT 2019-2021

Attached to this short treasurer's report is a copy of the accounts for the years 2019/20 and 2020/21. These have been 2 very unusual years as the only fundraising activity since March 2020 has been the 50:50 club and individual donations from patients, due to Covid 19 restrictions limiting our work. We hope as we move into 2022 that we can return to a more normal programme of fundraising activities to support the work of the surgery.

As you can see from the accounts, we have purchased blood pressure monitors for the waiting areas as well as blood pressure monitors to be used by staff, a new examination lamp and sponsored the new style surgery newsletter. As in past years patient donations are used solely to purchase equipment that will benefit patients and any administration costs such as subscriptions, website maintenance, licenses and insurance are funded by fundraising activities such as the 50:50 club.

We hope that you will continue to support us in the coming year as we gradually return to a more normal programme of activities. If you have any fund-raising suggestions, please do not hesitate to contact your committee via the friend's email avisford.friends@gmail.com or a note posted for the attention of the Treasurer - Friends of Avisford to the surgery.

I would like to thank Barry Ingate for being willing to verify 2 years accounts in preparation for the AGM. If you would like to examine the accounts in detail, please contact me via the friend's email account.

Gill Henry
Treasurer

FRIENDS OF AVISFORD MEDICAL GROUP - REGISTERED CHARITY NUMBER 1074882
INCOME & EXPENDITURE ACCOUNT ENDING 5TH APRIL 2020

INCOME	£	EXPENDITURE	£
Book Sales	1,794.00	Equipment	4,071.31
Donations	543.00	Operational (Printing, stamps etc)	158.00
50:50 Club	377.00	Insurance	262.43
Xmas Draw	0.00	Licence/Subscriptions	60.00
Fetes		Hall Hire	0.00
Talk Raffle/Tombola/AGM	30.00	website	107.00
Bank interest received	32.71	AGM	24.45
TOTAL	2,776.71		4,683.19
Deficit for the year	1,906.48	Surplus for the year	0
	4,683.19		4,683.19

BALANCE SHEET AS AT 5TH APRIL 2020

CURRENT ASSETS B/FWD from 2019	
CURRENT ACCOUNT	1,329.35
DEPOSIT ACCOUNT	4,774.40
CASH IN HAND	1.50
	6105.25
LESS DEFICIT FOR YEAR	1906.48
	4198.77
CURRENT ASSETS C/FWD 2021	
CURRENT	2,391.66
DEPOSIT	1,807.11
CASH IN HAND	0.00
	4,198.77

FROM THE BOOKS AND RECORDS PROVIDED I CAN CONFIRM THAT THE ABOVE INCOME AND EXPENDITURE ACCOUNT ARE IN ACCORDANCE THEREWITH.

Signed:



Dated:

10-1-2022

FRIENDS OF AVISFORD MEDICAL GROUP - REGISTERED CHARITY NUMBER 1074882
INCOME & EXPENDITURE ACCOUNT ENDING 5TH APRIL 2021

INCOME	£	EXPENDITURE	£
Book Sales	0.00	Equipment	1,223.04
Donations	453.87	Operational (Printing, stamps etc)	0.00
50:50 Club	1,265.00	Insurance	267.13
Xmas Draw	0.00	Licence/Subscriptions	60.00
Fetes		Hall Hire	0.00
Talk Raffle/Tombola/AGM		Website	107.00
Bank interest received	20.86	AGM	0.00
TOTAL	1,739.73		1,657.17
Deficit for the year		Surplus for the year	82.56
	1,739.73		1,739.73

BALANCE SHEET AS AT 5TH APRIL 2020

CURRENT ASSETS B/FWD from 2020		
CURRENT ACCOUNT	2,391.66	
DEPOSIT ACCOUNT	1,807.11	
CASH IN HAND	0.00	
		4,198.77
PLUS SURPLUS FOR YEAR		82.56
		4,281.33
CURRENT ASSETS C/FWD 2021		
CURRENT	2,453.36	
DEPOSIT	1,827.97	
CASH IN HAND	0.00	
		4,281.33

FROM THE BOOKS AND RECORDS PROVIDED I CAN CONFIRM THAT THE ABOVE INCOME AND EXPENDITURE ACCOUNT ARE IN ACCORDANCE THEREWITH.

Signed:



Dated:

10 - 1 - 2022