

**MINUTES OF THE ANNUAL GENERAL MEETING OF WILLINGTON  
SURGERY PATIENT PARTICIPATION GROUP HELD IN WILLINGTON  
SURGERY ON 20<sup>TH</sup> MAY 2025 AT 6P.M.**

PRESENT: Holly Goodrich, Gillian Gahagan, Jo James, Gwen Johnson, Jim Evans, Adrian Goodman and Barbara McArdle (Minutes).

1. APOLOGIES:

Apologies for absence from the meeting were received from:  
Peter Horridge, Sue Horridge, David Hurren, John Lousvet, Hilary Titterton, Stephen Parnell, and John Welch.  
Adrian was welcomed and members introduced themselves.

2. ELECTION OF OFFICERS:

**Chair:** Peter Horridge had informed the meeting of his wish to step down from the role of Chairman and his efforts and commitment were noted.  
It was PROPOSED: by B. McArdle that Holly Goodrich be elected as Chair.  
SECONDED: Gillian Gahagan and unanimously AGREED: that Holly be elected as Chair. There were no other nominations for the role.  
It was thought the Chair's job description could be looked at for future use.

**Vice-Chair:** B. McArdle nominated Gillian, there were no other nominations. This was seconded by Holly and unanimously AGREED: That Gillian Gahagan be re-elected as Vice-Chair.

**Secretary:** There were no nominations.

**Treasurer:** Gillian nominated Barbara, Seconded: Holly. Unanimously AGREED: that Barbara continue as Treasurer but was looking for a second cheque signatory. Gwen offered to help out where possible.

3. MINUTES:

The Minutes of the last AGM held on 14<sup>th</sup> May, 2024 along with the Minutes of the last ordinary meeting held on 11<sup>th</sup> March, 2025 had been circulated.

It was AGREED: These be signed as correct records.

4. MATTERS ARISING FROM THE AGM MINUTES: None.

5. REPORTS FROM OFFICERS:

Peter had provided his final Chairman's report which was well received due to its detail and content. It was a great record of the Group's activities over the year. He was thanked in his absence. Holly's report had also been circulated along with the closing accounts for financial year 2024/25.

It was unanimously AGREED: All reports and 2024/25 accounts be accepted.

## 6. CONSTITUTION/TERMS OF REFERENCE/CODE OF CONDUCT

A general discussion took place regarding how to meet, e.g. more informally over coffee during the daytime, or even longer than every two months. PPGs were not usually attractive propositions for many people to join, and in any case, how would the Group be improved by greater numbers? As long as there was a link between Surgery and its patients, it did not need to be formal or consist of a great body of people. Online meetings were discussed and dismissed.

It may be more attractive to refer to the Committee as 'Friends of Willington Surgery'. All these ideas along with others are subject to ongoing discussions. Members were looking into the possibility of holding a coffee meet-and-greet type session in the Village Hall.

## 7. MATTERS ARISING FROM MARCH MEETING

Jo/Gillian would post a notice on the Surgery book-shelf directing readers to local book clubs in Willington, Barton, Melbourne and Ticknall.

The bra recycling box supporting Breast Cancer UK was  $\frac{3}{4}$  full and it was decided not to collect other items of clothing, especially as there was such a bank outside the surgery and due to the possibility of unforeseen issues.

## 8. ALLOCATION OF GROUP FUNDS FOR SURGERY REQUIREMENTS

Holly had submitted a written report for items required for consideration by the committee. These included Hi-Dop vascular Doppler, ECG machine, repairs to current ECG machine and ancillary connectors, blood pressure cuffs etc. The estimate amounted to £2852.37.

It was PROPOSED: by Barbara, SECONDED: by Jo and unanimously AGREED: That the Surgery be given a cheque or BACS payment for £3000 to cover the items and purchase more cuffs or monitors if there was an excess. Members were concerned that funds were better utilised for surgery requirements than sat in the bank. The current bank balance as at 20<sup>th</sup> March was £4986.56.

Barbara reported receiving an invoice from Willington Village Hall for £112.50 room hire for the recent fundraising Fashion Show. It was unanimously AGREED: this be paid. Jo used this opportunity to thank those involved in the Fashion Show, especially Gillian who had stood in for Jo while she was indisposed. Members also reiterated Jo's skill in organising such a successful event, especially her communication and team building skills which saw the event run like clockwork, despite her absence.

## 9. ANY OTHER BUSINESS

There was no other business and the meeting closed at 7.10 p.m.

There was no date set to meet again and it was left until thoughts could be aired about how, when and where to meet.

Signed: ..... (Chair)      Date:.....