



**The League of friends of Axminster Hospital
Minutes of the Meeting held at Axminster Hospital
Tuesday 20th February 2024**

	<p><u>Present:</u> Steve Holt (SH) - Chair Chrissy Cawley (CC) – Treasurer Mervyn Symes (MS) Dr Phil Taylor (PJT) Gill George (GG) Jeanette Ward (JW) Julian Hussey (JH) Teresa Denning (TD) Dr Sarah Ellis (SE) Hazel Cross (HC) Martin Diplock (MD) Helen Arnold (HA)</p> <p><u>Apologies for Absence were received from:</u> No apologies given.</p>	<p><u>Action</u></p>
1	<p>Minutes of the Previous Meeting – 5th December 2023 Minutes of the previous meeting were approved as an accurate record of discussions held.</p>	
2.	<p>Matters Arising The application for a small society lottery licence has been approved by EDDC. HA has contacted the Minster Administrator regarding Wi Fi access. Axminster Young Farmers have also donated the proceeds from their quiz to the L of F. Information regarding the L of F and our fundraising for a Home Hospice service has been circulated to staff at Axminster Hospital.</p>	
3	<p>Financial Update CC reported that the bank balance was £590860.21. CC reported that the Lof F had received donations from;</p> <ul style="list-style-type: none"> • COGS- £582 • Chardstock Street Fayre- £150 <p>Axminster Young Farmers have raised £520 from their Christmas tree collection and £743 from a quiz. All proceeds are being donated to the L of F. SH commented that the raised profile of the L of F was being reflected in an increase in donations. CC has completed end of year figures. SH/CC to meet to finalise end of year reporting.</p>	<p>SH/CC</p>
4.	<p>Report from Chair</p>	



**The League of friends of Axminster Hospital
Minutes of the Meeting held at Axminster Hospital
Tuesday 20th February 2024**

	<ul style="list-style-type: none"> • SH/ PT Meeting 7th December 2023 It was noted that the model of care employed by SAS Hospice at Home services is recognised as an exemplar and there was broad agreement that this provision for palliative care should be available over all three areas. Options for the commissioning, funding, management and delivery of this service were discussed. • SH/ SE Meeting 23 January 2024 It was proposed that AHLofF would initially fund 2.2 Band 6 Nurses to cover 8am to 8pm Monday to Friday. Richard Anderson (RA), Community Services Manager and David Williams, District Nurse Team Leader agreed to look at the provision of staff. RA would organise all recruitment, employment and admin associated with the posts. JH commented, that in his experience, there is a significant issue with care available at weekends. SH explained this proposal was just the first step and helps the Lof F to fundraise for a service that we are providing. SE advised out of hours services are currently provided by the District Nursing Service. PT reminded the Trustees that it is our stated aim to fund a service that gives residents a choice to die in their own homes and we should ensure that the current proposal does this. • SH/GG/HA Meeting 19 January 2024 It was confirmed that the Board at RDUH are committed to developing Community Services at Axminster Hospital. As part of a wider Estates strategy, the RDUH were looking at how they could use the space in community sites. The Conybeare suite was thought to be suitable for clinics as there was no other large space available at Axminster. Ned Brown, Divisional Business Manager, agreed to give a presentation at the Lof F Annual Open Meeting with a working title of 'Axminster Hospital -the next 10 years'. 	
5.	<p>Update from Manager The Annual Open meeting will be on 21 May 2024 at 6.30pm in the Bradshaw Rooms at the Heritage Centre. The speaker will be Ned Brown, Divisional Business Manager- RDUH.</p> <p>The Trustees agreed to adopt the following policies.</p> <ul style="list-style-type: none"> • Health and Safety • Data Protection and updated Privacy policy • Safeguarding • Whistleblowing • Cash Handling 	



**The League of friends of Axminster Hospital
Minutes of the Meeting held at Axminster Hospital
Tuesday 20th February 2024**

	<ul style="list-style-type: none"> • Food Safety • Social Media and photo permission <p>SE volunteered to take on the role of Lead Trustee for Safeguarding and Whistleblowing. This was agreed by Trustees.</p>	
6.	<p>Update from Hospital Representative</p> <ul style="list-style-type: none"> • Outpatients We have started plans to re-commence face to face prep for surgery appointments (the first since covid) and we ran our first clinic last week. This means that patients only have one appointment routinely prior to cataract surgery instead of two. This will also help us to increase our cataract capacity here in Axminster so that patients do not need to travel to Exeter. We are hoping to secure funding for an additional biometry machine and an Optos scanner so that we can keep up with future demands and continue to increase this capacity. We also have a live advert to increase our staffing to facilitate this future demand. • Admin Paul Bennett – Therapy Coordinator retires 31st March – Jill Rubrecht who currently covers Seaton will cover both Axminster and Seaton going forward. Lynne Lewis – Outpatient/Daycase Admin – left her admin post to take up a post as an HCA for Conybeare. Currently there are no plans to replace. Looking at our admin teams and how we can work more generically to ensure adequate cover. • Urgent Community Response (Sidmouth, Seaton and Axminster) We remain busy especially in light of the combined effect of the usual winter pressures and the knock-on effect of the Junior doctor strikes and the fact that Derriford are regularly declaring critical incidents which redirects admission to RDUH. The result has been that the trust is under constant pressure to make capacity and the UCR team is in the forefront of facilitating early discharges, promoting admission avoidance, and supporting end of life care to enable people to remain at home in their last days. The Team remains very positive and cohesive despite the pressure of staff reductions following the retraction of the DCC funding which previously accounted for 20% of our budget and we remain the best performing UCR team in the trust. At the moment we are facilitating getting people out of hospital and home within an average of 36 hours from when they become "medically fit", which is an admirable achievement. I remain very proud of my team. 	



**The League of friends of Axminster Hospital
Minutes of the Meeting held at Axminster Hospital
Tuesday 20th February 2024**

	<ul style="list-style-type: none"> • Application for funding The application for funding for bags for the community nursing service was agreed in principle subject to more information/ quotation being provided. HA to circulate information to Trustees. • Fundraising A raffle to raise funds for Home Hospice service is being held at the hospital. Prizes to be drawn on 1st March 2024. We have been overwhelmed by the volume and value of prizes donated. We are hoping to hold further events -a Pub Quiz around April and sponsored walk in the Summer. 	HA
7.	<p>Fundraising</p> <ul style="list-style-type: none"> • Lyme Regis Town Band- due to other commitments LRTB are only available on Tuesday which is their usual rehearsal day. The Minster has a regular booking on Tuesday evening. Alternative venue needed. • Exeter Male Voice Choir 8th June 2024 at the Minster. Sandwiches/scones/ tea to be provided for the full choir. • Saxminster 22nd November 2024 at the Minster • Bacon rolls 11th April 2024 and 10 October 2024. HA to contact butchers re supply of bacon. • Cream tea 13th July 2024 Jackleigh Farm. This will be a joint fundraising event with Flamingo Pool. • Axe Vale Show 22nd and 23rd June 2024. JH confirmed that the cost of hiring the stand would be covered. The Trustees expressed their thanks. SH is not available for the show weekend but stressed that support from the Trustees to run the stand was important. SH to ask Mary Ashby if she would help. TD to liaise with District Nursing Team to establish what they could do to support. MS to ask Jacqui if she could help. • Prize(s) for raffle needed. • Open Farm Sunday 9th June 2024. Despite the date being the same weekend as the choir, HA thought this would be a good event to reach families visiting the farm and potentially a good fundraising opportunity. HA to liaise with Hamish Bengough re expectations. HA to look at buying in or donations of cake etc. HA to contact our volunteers and possibly others to help. 	HA HC/GG HA ALL SH TD MS ALL HA
8.	AOB	



**The League of friends of Axminster Hospital
Minutes of the Meeting held at Axminster Hospital
Tuesday 20th February 2024**

	<ul style="list-style-type: none">• Sharon Ward and members of Axminster Photography Group have agreed to supply a selection of pictures for a fundraising calendar. HA to contact printers re costs to supply.• The Trustees agreed in principle that SH/TD would approach the lease company regarding a new coffee machine and to reiterate that it was not acceptable to have 'energy' drinks in the snack machine.	HA SH/TD
9.	DATE OF NEXT MEETING 9 th April 2024 at 6.00pm at Axminster Hospital.	