

MRS PPG MINUTES

THURSDAY 23RD FEBRUARY @ 19.15

VIA TEAMS

Present:

Peter Barfield

Clare Bailey

Matt Carter (MRS)

Dr Nirmalan de Silva (MRS)

Steve Essam

Henry Fried

Marilyn Hurst

Davina Kinzett

Vivienne Klimowicz

Lara Rogers (MRS)

Carolyne Taylor

Apologies:

Kay Caldwell

Sarah Carpenter (MRS)

Jo Fried

Christine Mellish

Clare Williams

1. **(CT)** welcomed new member Clare Bailey **(CB)**
2. Election of Chair and Secretary
(CT) and **(MH)** agreed to stand again as Chair and Secretary. There being no other nominations, they will continue in their respective roles.
3. Matters arising/Action Points from previous meeting.
 - Rob Johnston **(MCC)** has had constructive dialogue with Steven Last, Hospital Estates, and it seems likely that some kind of arrangement re the Contractors car park at the surgery could be discussed. **(CT)** to liaise further with Rob Johnston.
 - **(MC)** has obtained two tree surgery quotes re the large tree at car park entrance. These have been sent to the hospital who own the land. The hospital has indicated that the tree surgery will take place at some point. **(MC)** to follow up.
 - A drop kerb is to be installed near to surgery entrance as suggested by PPG. The Council are to do this free of charge.
 - **(LR)** is pursuing the issue of the overgrown hedges which impede the parking spaces.
 - The phone message which informs patients that there aren't any appointments for that day has been brought forward so as patients do not have to wait needlessly on the phone.

4. Update from Surgery

- Staffing – Dr Thoroughgood is leaving the Practice and her replacement, Dr Tuckwell is to commence her role in May. Some Partners have reduced their sessions. A new Nurse Practitioner has been appointed and is proving to be an asset to the practice. The dispensary is now fully staffed and working well.

(PB) Joined the meeting.

- The appointment system is being continually monitored. A new phone package is being considered.
- Funding has been approved for the interior building work – a conversion of one large room into two rooms. Work commences wk. beginning 13th March.
- The surgery has office furniture to dispose of – available free to anyone who could utilise it.

5. Newsletter

(PB) emailed members a draft newsletter. Comments and alterations were made including statement regarding obtaining prescriptions prior to going on holiday **(VK)**. **(MC)** to email update from the surgery for inclusion. **(PB)** will send out another draft for approval. **(CT)** sends out newsletter to patients on email list.

6. Ideas for Future Planning

- **(SE)** suggested ways in which members could volunteer their time at the Practice – e.g., sorting blister packs, admin tasks, prescription delivery.
- Ways to disseminate the PPG newsletter were discussed. **(LR)** to put newsletter in more prominent position on the website. **(CT)** to put newsletter on local Facebook groups.

7. A.O.B.

(SE) asked about spring Vaccination programme. **(MC)** replied that the surgery was awaiting more details. It is expected that the vaccinations will be for vulnerable patients and may be administered at their homes.

8. The next meeting is to be held on – **Thursday 27th April 2023 @ 1915 at The Victoria Inn . The aim is to plan for the year ahead.**

9. The next **full** PPG meeting is to be held on **Thursday 18th May 2023 @1915 at the surgery.**

10. Action Points

- **(CT)** Liaise with Rob Johnston (MCC) re Hospital Contractors car park use.
- **(MC)** Follow up on possible tree surgery.
- **(LR)** Follow up on trimming of hedges and drop kerb.
- **(MC)** Update re possible new phone package
- **(JF)** Update re Patient feedback

- **(MC)** to email **(PB)** re surgery update for newsletter. (Include statement re prescriptions prior to holidays) Also add statement that Boots will recycle inhalers.
- **(LR)(VK)** to look into possibility of newsletter being more prominent on practice website.
- **(MC)** to email **(CT)** with ideas re volunteering.
- **(CT)** to add newsletter to local FB groups.
- **(CW/JF)** to further investigate inhaler recycling. The practice has made preliminary enquiries and it appears to be an expensive outlay.
- **(MC)** to update at next meeting re Spring Vaccination programme.