

**Minutes of the PPG Meeting on Monday 14 August 2023**

The Chair opened the Meeting at 4.45 pm. She welcomed all, and introduced a new member Lynne, and a guest member, David Hawker.

**The invited speaker, Joleen Gosling, Coordinator from the Transformation Delivery Team at Northampton Integrated Care Board (NICB) was also welcomed to the Meeting.**

Joleen explained that the NICB has replaced the CCG, and all services have now been combined. Currently, diabetes is being focussed on as the Pathway has not changed for the past five years, and it is hoped that this initiative will help to prevent diabetes. Patients are to be involved in the process, designing Pathways etc. There is an Open Meeting which is open to the public on 20 September 2023 (posters will be supplied). A representative from Diabetes UK, and Consultants and Nurses from NGH and KGH will be present at the Meeting. Non-diabetics can attend. This Meeting will be held at Moulton Park Community Centre Northants from 5.00 pm to 7.00 pm.

The Chair asked if there were any questions – these included general questions, one being about the agenda which will be available one week before. One member asked about Podiatry Services in connection with diabetes as there has been a cull recently, and whether this Service may be re-introduced. Joleen said that funding is always an issue and goes where the demand is greater. However, this has been noted.

It was agreed to decide as a Group who wants to go from Harborough Field, and to also find some volunteer patients to form a steering group.

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**The Speaker left and the Meeting continued.**

There were 14 members attending and 6 apologies noted on the attendance sheet.

**Extraordinary General Meeting** – Hector proposed the appointment of Secretariat, Lynne and Annie, and Graham seconded the proposal.

**Minutes**

The Minutes of the previous meeting on 12th June, previously circulated were approved.

**Matters Arising** – there were none.

**Chair’s Report**

The Chair reported that a table and chairs purchased for the children in the reception area were now in place. No crayons had been provided due to infection control. The Chair had attended a Meeting with Linzi about photos with names on, and with Bob and Linzi concerning lanyards for use at coffee mornings etc so that people know who we are.

Concerning the bookcase now in reception, there is a money box for donations (but not for a fixed amount as people do not always have cash). It was agreed to monitor this and introduce a fixed price if it was felt necessary, and to update the sign if this goes ahead. Any books should be given to Linzi. Activity Badges for the children after vaccinations etc are also now available.

**Secretaries Report**

There was nothing to report. Hector and Ishbel proposed a vote of thanks to the two new Secretaries, Annie and Lynne.

**Treasurer’s Report**

The Treasurer reported that the children’s table and chairs had cost £40, 20 sheets of stickers had been purchased for £26.40, 24 mini activity books for £18.97 and name cards £13.35 for 50. The lanyards were provided by the Surgery. The Book Box had £3.40 in it on 27th July, and today there was £3.90. Laminated signs to be updated by Linzi. We now have a total of £317.95 in cash. It was agreed that we need some innovative ideas to raise more funds. It was noted that one of our members has a card reader which should be handed to the Treasurer.

**ENPA Report**

Hector and Tom had attended the Meeting on 13July 2023. The main problem seems to be the lack of representation for the public on the Local Care Committee (LCC). Voluntary groups have seats allocated. We have one seat via proxy. We would prefer two seats like AA etc. It was proposed to possibly reach out to other groups like the EMPA via Facebook to get feedback as ours is the only associated group. They were asked to think about this and to come back with something more concrete.

The Local Area Partnership wanted snippets of what we do in the PPG. Surgery representation has been split via the dividing line of the A14. A speaker on Mental Health spoke at Higham Ferrars and do we want a talk here? Associated doctors were also queried at the meeting – physician associates, instead of a GP – which is happening in Coventry, Leicester etc. We are looking at this. It is harder to retain here, possibly as we are more rural. The next meeting is 24 August 2023.

**Practice Manager’s Report**

Menopause Clinics – there is nothing locally. The Bedford Menopause Clinic has been contacted for advice. It is planned to hold a Menopause Clinic here (extended access hub) on Saturdays starting in September and will be advertised on the notice board. There would be a nurse to prescribe and offer advice and support. It has been difficult to find appropriately qualified nurses and it would be preferable to have a British Medical Society trained nurse. This is now ready to go out to local nurses to see how much interest there is. The clinics will be appointment based and each Practice will advertise it themselves.

Photo board in reception

The Board has been ordered and photos taken. One more photo session is needed. The Practice is to fund this.

Flu and Covid Clinics are to start in September.

The GP/Patient survey results have been produced, although there is nothing to compare with last year’s results. The results are available online. We are above the local and national average. A round of applause was held to recognise this achievement.

It was thought it might be a good idea for the Practice to do its own in-house survey. It was thought that the previous survey from 2014 could be amended for this purpose.

Defib – the Landlord’s permission is required. There had been a positive response from the Surgery, but no comeback regarding a contribution from the Chemist or Dentist. This will not go ahead without the necessary funding.

Access to notes – medical records will be available online. From October records need to be checked and coded. GPs to review. Forms are available to complete in reception to allow patients access to their test results, medical notes etc. Linzi will update the Practice website giving information on how to get access to medical records.

Dr Thomas is retiring in March 2024 and the Practice will be having a new GP. A new minor illness nurse may also be recruited.

A vote of thanks was proposed to Sophie and Linzi for all their hard work ensuring the Practice runs smoothly.

**Care Coordinator’s Report**

Linzi reported that she has attended a Meeting of Care Coordinators across East Northants. She was asked about our PPG and how we run. There is a Technical Support Group starting again and it was felt it would be useful to promote online access to make it easier for patients to attend appointments. It was noted that this needs to be wider so as to reach the not so current regulars – possibly by text messages. It was suggested that it would be a good idea to search for those who do not have online access and either text them or send a letter.

**Any Other Business**

David Hawker in attendance as a guest, and another patient wish to join the Committee. They will be contacted by the Practice Manager to arrange attendance at the next meeting.

A Committee member asked if her husband, who is not a patient with the Surgery but is on the PPG at Burton Latimer Surgery, could attend to see how our committee runs. Eileen and Hector would discuss this as the ENPA might be able to help. It was thought it might be possible for him to come as an invited guest/speaker.

There was a query if it might be possible to have a bariatric chair in the Waiting Area. It was agreed to cost this.

There was a query if the patient reception area might have pictures on the walls. It was pointed out that this area had recently been decorated and all the holes in the wall had been filled. David Hawker said he was happy to lend some of his paintings. It was suggested that we could possibly look into holding an Exhibition.

**Conclusion**

The Chair thanked the members for attending and indicated that the next meeting would be on **Monday 16 October 2023 at 4.45 pm**.

The Meeting closed at 5.57 pm.