

**Minutes of the PPG Meeting on Monday 11 December 2023**

The Chair opened the Meeting at 4.45 pm. She welcomed all to the meeting.

**Brian Northall, Chair of Burton Latimer Medical Centre PPG, was also welcomed to the Meeting.** Brian had been invited to come to speak to us and the Chair thanked Brian on behalf of the Group.

----------------------------------

There were 12 members attending and 5 apologies noted on the attendance sheet.

**Minutes**

The Minutes of the previous meeting on 16th October, previously circulated were approved.

**Matters Arising**

The Chair informed the members that reports from the Chair, Treasurer and ENPA would now be circulated with the Agenda and Minutes for each meeting so that they can be read by members before the meeting takes place.

**Raising Funds**

The Chair suggested that we have a Spring Bric a Brac sale, and all members were in favour.

Annie suggested a Charity Fashion Show and had details with her about how this would be organised. There would be no deposit or overheads involved. We would need a venue and models. We would also be able to hold a raffle and supply refreshments as well as charging an admittance fee. As regards to a possible venue, Cathy suggested Morrisons (who make no charge) as Sophie was not sure that this event would work at the Practice. Ishbel noted that a Bric a Brac Sale would involve no outlay whereas there would be more effort involved in the Fashion Show. Annie offered to find out more about the Fashion Show and would report back. Jason said that he is growing more plants, and it was agreed that a Garden Party would be a good idea.

**Chair’s Report**

On 28th October, Bob, David, Jason and myself attended the Flu and Covid clinics.

We carried out a survey on behalf of the PPG. We asked patients five questions and asked them to rate the surgery and staff.  Overall, the surgery came out very well.  Linzi is collating the results and will talk to the group about them.  As this clinic was on a Saturday and the patients who were attending the surgery for doctors’ appointments had also managed to get weekend appointments, we felt that the results could be a little skewed with patients being pleased to have got the appointment. Therefore, we plan on doing another survey after Christmas.  This will be midweek, and we will see if the results are the same.  Once the date has been agreed, we will let you know so that more of you can attend.

On 7th November, Bob and I presented the surgery with stickers and books for the children.  We were photographed handing them over to Lorraine and another Nurse (sorry I didn’t catch her name). They were very pleased to receive them and having seen at first hand (at the clinic) how much the children like these, I think we should continue to provide them.  However, they do incur a cost and we need to ensure we raise more funds.

On the subject of raising funds, we had an idea to hold a Bric a Brac stall in the spring, so start saving your contributions now.  Any other ideas for raising funds will be very welcome.

**Secretaries Report**

There was nothing to report.

**Treasurer’s Report**

Cash in Hand on 16th Oct 2023 -  £330.46

Children Books purchase on 6th Nov (96 in total)  £30.00

Book Donations cash received - 7th Nov 2023   £3.80

Book Donations cash received - 21st Nov 2023 £3.00

Bariatric Chair Contribution - 21st Nov 2023   £100.00\*

**Total Cash in Hand on 22nd Nov 2023 -  £207.26**

\*The bariatric chair is now in use in the waiting area at the Surgery.

**ENPA Report**

The last meeting of ENPA was on the 16th of November.

The Guest Speaker was Jo Goosen, who spoke on The Diabetic Network.  Jo had spoken at HFS PPG before, but this time she reported that it had been 10 years since the last review looking at the Diabetic Network and Integrated Care will be addressing the diabetic care at the NGH, KGH, NHFT, and the GP Practices.  Prevention programmes will be encouraged, and steering groups in West and North Northamptonshire to look at Diabetes and related conditions, e.g. cardiology, etc. She wants to talk to patient groups and ask patients what they require to help with their condition.  Jo brought up the diabetic education team and asked if people knew that the Local Authority does weight management programmes.  Jo will send out posters to practices on the Diabetic Network and requested that they be shown on Notice Boards.

The meeting was informed on the progress of ENPA’s Annual Report, which is planned for distribution in the New Year.  Thanks were expressed to a member who stepped in to set up and oversee the printing.

A letter from James Gillespie-Allan, previously circulated, was discussed at length, the meeting being disappointed with the comments put forward, as they were contrary to the discussion the group had with him at the last ENPA meeting.  ENPA Chair was instructed that she send an appropriately worded letter to him expressing our disappointment.

The members expressed approval that a speaker on the homeless is asked to address the meeting in the future.

A member reported that their Practice has only Associated Practitioners.  The issuing of prescriptions was causing concern and Hospital letters were not being dealt with quickly as the named partners were not local to Northamptonshire.

The next meeting will be the AGM and will be held on the 14th of December.  It was agreed that the meetings in December and February be held at the earlier time of 1.30 p.m. and finish at 3.30 p.m.

The meeting closed at 4.00 p.m. with a vote of thanks to the Chair.

**Practice Manager’s Report**

Sophie went through the Survey results which were generally good. Eileen thought it would be a good idea to review the questions and leave more room for comments. Sophie told the meeting that Dr Patel will be joining the Practice full time after Dr Thomas retires.

Dr Patel dropped into the meeting to introduce himself and gave us a synopsis of his background.

The Practice will then be fully staffed. A GP Assistant has also started who will be helping in the Minor Ops Clinic and shadowing the GPs as well as NHS Health Checks. We have five GP partners, three salaried doctors and a Registrar and Medical Students. Sophie also mentioned that we have a trained GP/Reg who is now qualified but we have no job available for them. The Acute Respiratory Hub will be running from the end of December until the end of March 2024. This is held Monday to Friday from 2pm to 6pm and the receptionists book patients into the clinics. Jason said that he had noticed that the DNA rate for October was up, and Sophie explained that this was mainly patients not attending the Flu Clinics. She also told the meeting that the Child Immunisation Clinic had a high rate of non-attendees too. A trend has also been noted in the asthma reviews where patients need an inhaler but do not attend the reviews. Linzi will be monitoring this.

**Care Coordinator’s Report**

Covered in the Practice Manager’s report.

**Any Other Business**

Bob had sent in a request for AOB saying that we need to raise money if we are to continue to donate. He asked for suggestions and volunteers. And also, as Dr Thomas is retiring in March 2024 Bob proposes we invite Dr Thomas to our March 2024 Meeting (if he is available) and perhaps he could chat with us about his career and his thoughts for the future of Harborough Fields Surgery (and others).

Bob also proposed that he purchases and presents a bottle of wine to Dr Thomas as a token of our (PPG) gratitude.  The members agreed with this, and Sophie will find out if Dr Thomas will be available.

Jason mentioned Newsletters and will report back at the next meeting regarding contributors and content. Cathy asked if asthma could be mentioned in a Newsletter, in view of the non-attendance, and to stress how important it is to attend the reviews.

Sophie said that Linzi is designing a Facebook page for the Practice.

**Conclusion**

The Chair thanked the members for attending and indicated that the next meeting would be the AGM on **Monday 11 March 2024 at 4.45 pm**.

There will be a Meeting of the Secretariat in February 2024 before the AGM in March.

The Meeting closed at 5.40 pm.