



Minutes of the Meeting held on
Tuesday 9th July 2013
At The Deepings Practice

Present: Mrs Margaret Parkinson (Chair), Mr David Wragg (Vice Chair), Mrs Heather Purllant (Treasurer), Mrs Daphne Harrison (Secretary), Mrs Marion Brown (Car Scheme Co-ordinator, Mrs Patricia Talbot, Mr Jim Winstone, Dr Hughes, Mrs Jackie Sterling (The Deepings Practice).

Apologies: Mrs Sybil Hopkins, Mrs Janet Quinn.

1. Chair Person's opening remarks

(a) The Chair opened the meeting at 2.05 p.m. and welcomed everyone to the meeting.

2. Minutes of the last meeting

The minutes of the last meeting held on Tuesday 14 May 2013 were agreed with one amendment:

The addition of the word nursing to item 11 (a). This now reads - One member of nursing reception staff.....

Proposed by Mrs Heather Purllant and seconded by Mrs Pat Talbot

3. Matters arising

(a) An updated driver's agreement that all drivers had been asked to sign was circulated and agreed.

Proposed by Mrs Pat Talbot and seconded by Mr David Wragg

4. Treasures Report

(a) The Treasurer reported that the main account stood at £237.94 which included 9p interest. The car scheme account stood at £720.93.

(b) The treasurer asked that bank account details, with regard to the car scheme drivers, not be given to the County Council as this can on occasion lead to overpayments and confusion.

Proposed by Mrs Marion Brown and seconded by Mrs Pat Talbot

5. Car Scheme Co-ordinator's report

- (a) The number of requests for April, May and June were 271, 265 and 206 respectively. April had been the busiest month ever.
- (a) A new driver had been recruited who had previously been a volunteer driver in Louth. This brings the total to 25 Drivers.

Proposed by Mr David Wragg and seconded by Mrs Heather Purllant

6. Transport Meeting Report

- (a) The Vice Chair had attended the Transport Meeting the previous Tuesday and tabled examples of a proposed leaflet and logo which would be used to advertise and promote Community Transport Schemes. The leaflets will be funded by Lincolnshire County Council and local schemes will each be given 500 leaflets.
- (b) Driver training had been discussed and was to be offered to all volunteer drivers. The training is voluntary and funded by Lincolnshire County Council. The Vice Chair had attended a presentation on the training and thought it very worthwhile. The names of those wishing to attend are to be submitted by the end of August. The Car Scheme Co-ordinator is to write to all drivers offering them the opportunity of driver training.
- (c) Cross border use of bus passes and transport is to be investigated.

Proposed by Mr Pat Talbot and seconded by Mrs Heather Purllant

7. Survey Glington Practice

- (a) The Glington Patient Participation Survey results were tabled, briefly discussed and agreed.

Proposed by Mrs Marion Brown and seconded by Mrs Pat Talbot

8. Practice Update

- (a) The appointments system for the upcoming flu clinics and the suggestion of holding a clinic on Saturday was discussed. Dr Hughes supported the idea in principal and the dates of the flu clinics will be given to the Chair for the preparation of a rota of PPG volunteers available to help.
- (b) Dr Hughes reported that nationally there were no plans to introduce Aortic Screening to women although it was been rolled out nationally to men over the age of 65.
- (c) Dr Pinder will be leaving in December after completing his one year contract. Two receptionists will be starting week beginning 15 July 2013. The maternity nurse post has been filled and a medical secretary employed.

9. Any other Business

- (a) It was reported that the queues at Dispensary were much better but that there was still room for improvement. It was suggested that the use of a bank card reader in dispensary could help in the reduction of queues. At present payments can only be made at reception.

- (b) The condition of the PPG notice board was discussed and alternatives suggested. Dr Hughes suggested a rolling page on the electronic white board and this will be considered further. In the meantime a board in reception has been cleared for PPG use until a permanent solution is found
 - (c) An update on wheel chairs was requested and it was reported that 1 new one had been ordered.
 - (d) The Chair reported on a South Lincolnshire Care Watch Meeting which she had attended at Boston Hospital. She felt that the discussions were not really relevant to our practice and that a meeting of PPG's in our cluster would be more useful. Following a phone call from the PPG Chair of the Galty Practice in Bourne a meeting of the Chairs' of PPGs is to be arranged to initially discuss how the various PPG groups can become more integrated and involved in the CCG. This was supported by Dr Hughes as the CCG encouraged patient participation.
13. Date and Venue of next Meeting (Tuesday September 10th 2013). The Meeting will take place at the Deepings Practice.

There being no other business the meeting closed at 3.05 p.m.