



Minutes of the Meeting held on
Tuesday 8th November 2016
At the Deepings Practice

Present: Mrs Margaret Parkinson (Chair), Mrs Daphne Harrison (Secretary), Mrs Heather Purlant (Treasurer), Mrs Jennifer Blake, Mrs Marion Brown, Mrs Janet Quinn, Mrs Helen Perkins.

Dr K Rigg and Ms Jackie Wright – The Deepings Practice

Also present were: Mr Graham Harris, Ms Kate Osborne, Ms Sue Boardman, Ms Linda Moment and Ms Jenny Collins.

1. Chair Person's opening remarks

At the conclusion of the Annual General Meeting the Chair opened the regular bi-monthly meeting.

2. Apologies: Mr David Wragg and Mrs Pat Talbot.

3. Minutes of the Last Meeting

Minutes of the last meeting Held on Tuesday 13 September 2016 were agreed

Proposed by Mrs Heather Purlant and seconded by Mrs Helen Perkins

4. Matters Arising

There were no matters arising.

5. Treasurers Report

As reported at the AGM the Accounts stood at - main account £448.47 and the car scheme account at £189.14.

Proposed by Mrs Janet Quinn and seconded by Mrs Marion Brown

6. Car Scheme Working Group Report.

It was reported that meetings had been held throughout September and October and interviews concluded. The appointment of two co-ordinators – one as the lead co-ordinator – had been made.

The working group had met with the two co-ordinators who had agreed to review paperwork and memory sticks, one would attend the transport meeting which was taking place on the 8th November 2016 and the other would attend the AGM and scheduled meeting also on the 8th November.

A further meeting was held when a proposed working practice which was agreed. Mr Gordon Stewart, the lead co-ordinator would be the contact for the County Council and Mr Alan Mckie would be the driver interface. Both would share the booking system and telephone calls.

A meeting with the drivers was to be arranged to introduce the co-ordinators and to explain the small changes to the administration of the scheme.

It is proposed – subject to completion of outstanding tasks and having insurance in place – to re-launch the car scheme on the 9th January 2016.

Proposed by Mrs Jennifer Blake and seconded by Mrs Helen Perkins.

7. Building Development Report

Work underway and going very well. Roof trusses in place with weekend working to cause minimal disruption to the practice. Roofers were due to complete work over the next weekend and the building (new) would be water tight by the end of next week. Meetings were to take place that week regarding the work on the dispensary and the landscaping design.

8. PPG Objectives

a). The chair proposed that in the coming year we look at actively promoting attendance at committee meetings/membership of the committee. We have seen some new faces at the last two or three meetings and this is to be encouraged. There were many suggestions as to the way in which we could encourage patients to become more involved and this will be pursued in 2017.

b). The Flu Clinic had been very successful and thanks were expressed to those volunteers who had helped over the two days. The practice is to be congratulated on the organisation of this valuable service in making it run smoothly – some patients in and out again in minutes. A production line some engineering firms would be proud of!

c). The Annual Patient Survey looms large! Volunteers will be needed to reach as many patients as possible and exceed last year's total. Names will be sought at the next meeting in January for the rota.

9. Practice update

a). Registrars – 3 working in the practice. Fully qualified doctors on a student programme who may decide to be GPs. Mentored and monitored they work across all levels of medical services in the practice.

b). Dr Thomas is to retire at the end of the week, a decision which was made many months before her accident. She will be greatly missed. The Patient Participation Group asked that our very best wishes and thanks for her service to the patient community of the Deepings and Glington practice be passed on to her.

- c). Patients of Dr Thomas will be informed of their named Doctor in due course.
- d). Dr Liz Daniels has been appointed and will commence at the Deeping Practice in February.

10. Any other Business

a). A discussion took place regarding Carers First and the lack of coordination within our area. It was suggested that Annual Carers Day could be actively promoted in the practice, perhaps on the white board.

b). The 4 week wait for an appointment was raised. It was explained that we are not immune from the national shortage of doctors and the increase in population. No emergency is turned away and appointments are available on the day. It helps greatly to tell receptionists the reason for the requested appointment so that it can be dealt with by the most appropriate person.

c). The secretary explained that at the next meeting in January she would be either very late or not be able to make the meeting at all. She also would not be able to send out the Agenda for the Meeting in March and asked for a volunteer to a). Write the minutes of the January meeting and b). Send out the agenda for the March meeting. Mrs Marion Brown and Mrs Janet Quinn volunteered to work this between them. Thank you both.

11. Date of next meeting: Tuesday 10th January 2016 at 2.00 p.m. at the Deepings Practice.

There being no other business the meeting closed at 3.35 p.m.