



Minutes of the Meeting held on
Tuesday 11 September 2018
At the Deepings Practice

Present: Mrs Margaret Parkinson (Chair), Mrs Daphne Harrison (Secretary), Mrs Jenny Blake, Mr Graham Harris, Miss Linda Moment, Mrs Janet Quinn Mr David Wragg.

Mr Alan Mckie – Car Scheme Co-ordinator
Dr E Asplin, Ms Jackie Wright – The Deepings Practice
Patients Attending – Mrs Alma Sheesby

1. **Chair Person's opening remarks**

The Chair opened the meeting and welcomed everyone present.

2. **Apologies**, Mrs Heather Purlant, Mrs Helen Perkins

3. **Speaker:** Denise Holden, Co-ordinator, Neighbourhood Team.

Denise talked about the work of the neighbourhood team which had been working in the practice since April 2018. The team offer support to those who may be vulnerable, elderly or with life limiting conditions. They do this by drawing a number of agencies together to address individual needs. This could be by providing equipment, identifying the need for home care, to discussing and helping prepare an end of life care plan. A very informative talk, full of information about the work of the team. The Chair thanked Denise for giving her time to come and speak to the group.

4. **Minutes of the Last Meeting**

Minutes of the last meeting Held on Tuesday 10 July 2018 were agreed

Proposed by Mrs Jenny Blake and seconded by Mrs Janet Quinn

5. **Matters Arising**

There were no matters arising.

6. **Treasurers Report**

In the absence of the Treasurer the Chair reported that the Base Reward Account stood at £2256.33 and the Car Scheme account at ££133.49.

Proposed by Miss Linda Moment and seconded by Mr Graham Harris

7. Car Scheme Report

Mr Alan Mckie co-ordinator reported the following figures

Miles	Journeys	Passengers	Drivers
July			
???	160	174	20
August			
???	158	172	20

Drivers Code of Conduct

Mr Alan Mckie introduced the proposed changes to the drivers' code of conduct on behalf of Mr Gordon Stewart. Copy attached.

The seven committee members present voted as follows

Proposal 1. 7 votes for the proposal; none against.

Proposal 1. 4 votes for the proposal; 3 votes against

The chair confirmed that both proposals had been agreed by the committee.

8. PPG Objectives

- Practice feedback. Three dates for the flu clinics confirmed as 29 September 2018, 13 October 2018, and 3 November 2018. All to be held from 9.00 a.m. to 12 noon. All members to let the Secretary know if they are available to help or 'last minute availability' just turn up on the day. All would be welcome.

9. Fund Raising

Mrs Jenny Blake in contact with both Waitrose and Tesco and fund raising would be ongoing.

10. Practice update

- a. Dr Kebbeh would be leaving in September.
- b. Dr Watkins on maternity leave from the end of September – advertising for a salaried GP.
- c. Advertising for an advanced Nurse Practitioner.

11. Constitution.

Copies of the proposed changes to the constitution were circulated. Members were asked to provide comments to the Secretary so that they could be discussed with the chair prior publication of the AGM agenda.

12. Promotion of PPG

The Chair again asked for input regarding the promotion of the PPG. This will be at the forefront of the PPG objectives for next year. It was agreed that we needed to publicise our activities and encourage more patients to attend the group meetings.

13. **Any other Business**

- a. It was reported that a number of patients were still unhappy at having to tell the receptionist why they wish to see a doctor. Patients always have the choice to say that it is a private matter. However, it may not be necessary for some patients to see a doctor and the receptionists, who all operate under a strict confidentiality code, can channel patients to the appropriate health care professional. This saves doctor's time and releases appointments into the system.

- b. The group are increasingly receiving complaints and comments about the 3 week plus wait for appointments to see their nominated doctor and the lack of availability on the online booking system. This is being monitored but it should be noted that a longer period of available appointments had to be curtailed back to 3 weeks as the system was being abused by a minority booking appointments 'just in case' and the numbers not turning without cancelling are at an unacceptable level.

14. **Date of next meeting:** Tuesday November 13 2018 - The Annual General Meeting 2.00 p.m. at the Deepings Practice. To be followed by the scheduled November meeting.

There being no other business the meeting closed at 3.15 p.m.

Signed:.....
Margaret Parkinson
Chair Deeping and Glington Patient Participation Group