***The Tickhill & Colliery Medical Practice***

[www.thetickhillsurgery.co.uk](http://www.thetickhillsurgery.co.uk/)

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Present Apologies from

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| Mrs N Carr  Mrs J Hilling  Mrs S Salthouse  Mrs CM Barnes  Mr R Totty  Mrs M Totty  Mrs J Dodd  Mr R Gardner | Mrs K Ripley  Mrs J Tissington  Mr G Tissington  Mr BL Batty  Mrs J Wilkinson  Mrs P Birchall  Assistant Practice Manager  Practice Manager | Mrs J Hart  Mr S Johnson  Ms H Burke |

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| 1  2  2a  Russell  Norma  Russell  2b  3  4  5  6  7 | **Welcome** – The Chair Norma Carr welcomed everyone to the meeting, accepted apologies from those listed above and told the group that Jan and Stan were both recovering from operations and not well enough to attend and that Helen is away for the day.  **Minutes of the May meeting**  These were proposed as a true record by Mary Barnes and seconded by Les Batty. Unanimously accepted.  **Actions from the last meeting**  Norma asked for an update on actions from the May meeting and members gave updates:  Russell confirmed that because of server problems on all sites, he had not been able to update the message boards.  However, he made a suggestion that he could trial putting a message about PPG on the bottom of prescriptions as he authorises them.  Members felt that this would be a good idea and Russell agreed to trial this for the next 3 months.  Norma explained that Admiral Nurses are specialists in helping Alzheimers patients and their families, but confirmed that there are no Admiral Nurses in Doncaster.  Norma suggested that she would raise the issue at the next network meeting. She will also contact one of the Practices in Wickersley to discuss what they are doing to get Admiral Nurses for the Rotherham area. Members agreed that this would be a good idea.  Norma confirmed that the next area PPG meeting in Doncaster will include a half hour training session for members to become Alzheimers Friends. She will attend and may recommend that trainers attend a future Tickhill and Colliery PPG.  Russell confirmed that the number of patients from Wadworth who are patients of the Tickhill and Colliery Surgery is 652. This is approximately a third of all residents. Members agreed that we would discuss potential attendance at the Wadworth Gala to promote PPG to these patients at a future meeting.  **Matters Arising**  **Tickhill Gala Saturday 5th July**  Robert and Marjorie can no longer attend, so Norma asked for volunteers to confirm their attendance. Volunteers are Les, Stan, Jan, Norma, Helen, Jennifer and Geoff.  **Today article for July**  Norma confirmed that Jan has drafted and sent an article including information about PPG attendance at the Tickhill Gala and DNA figures for April. This should appear in the  **Health and Wellbeing Event in Harworth**  Members agreed that following the success of the Health and Wellbeing Event in Tickhill, a further, larger event should be held in Harworth.  After discussion, members unanimously agreed that this will be held on Friday 26th September between 10.00 and 12.00 at Harworth Town Hall.  Russell agreed for the Practice to pay for the room hire, which will be £16 per hour.  Norma to book the large hall at Harworth Town Hall for 26th September 10.00-12.00.  Kate agreed to organise the event, and to contact stallholders from the last event to see if they cover the Harworth area.  Russell suggested that he may be able to supply contacts from additional healthcare areas who may attend.  **Feedback from Tickhill Health and Wellbeing Event in April**  As organiser, Kate gave feedback:   * Parish Rooms a central venue, attracting plenty of passing people * The majority of stallholders gave positive feedback * The keyholder for the Parish Rooms allowed access before 10am and after 12pm so the set up time was free * Refreshments were not all used so could be used at future meetings * Parish Rooms too small – one stall was taken by people waiting to see the nurse * Attendees who were over 74 years old were disappointed in not being able to have a health check with the nurse * Promotional flyers did not seem value for money – colour printing was expensive and not all black and white ones used   **Sarah gave information collected as part of the questionnaires:**   * The majority of respondees were over 60 * Suggestions for future events were Fitness, Wellbeing, Alzheimers, Diabetes, Blood Pressure monitoring. Respondees said they favour daytimes for future events * The majority of people who answered the questionnaires gave positive feedback about the practice. Negative feedback was given around the appointment system   **Sarah made suggestions to take forward for future events**   * Take more contact us sheets as the 20 we had were almost all used * Introduce an additional area on the questionnaire to include contact details as a lot of people expressed an interest in being on a mailing list to receive news and updates from PPG * Set up an e-mail contact list to notify people of future events * Ask additional questions which are in line with the practice’s priorities – these could change as priorities do   **Practice Manager’s Update**  Russell updated members on the latest NHS priorities to make PPGs more robust.  This group will be asked to select 3 areas to focus on and to formulate action plans to progress them.  After discussion, Russell suggested that two of the top focus areas should be:   * Promoting Health and Wellbeing * Attracting a different demographic, more representative of the whole patient group to give feedback   Members agreed that following the success of the Health and Wellbeing Event in Tickhill, a further, similar event should be held in Harworth would extend the promotion.  **NHS Priorities**  Russell outlined the NHS priorities for the coming months:   * **Named GPs for all patients over 75 years old** – the Practice will issue letters informing patients who their named GP is * **Avoiding unplanned hospital admissions** - introduction of a care plan for all ‘at risk’ patients by September 2014. The numbers are expected to make up 2% of patients from the practice, which Russell proposes to extend to a further 3% of patients. To support this, the Practice is tendering for a Care Co-ordinator who will also work with other practices across the South East Doncaster area.   **Did not attend figures from the practice**  The DNA figures for May are:  Tickhill 98 appointments, 25 hours of time  Colliery 75 appointments, 18 hours of time  **Treasurer’s Report**  Jane distributed an accounts statement and bank statement covering October 2013 to September 2014. She confirmed that the balance from the May statement is £53.05 with another £10 expenditure expected for a stall at Tickhill Gala in July.  Jane reminded members that spending should reflect good value for money.  Members agreed that colour printing was unnecessary for future events, and that many of the flyers printed in colour and on yellow paper were not used.  **Any other business**  Norma asked if members would like to go for a meal following the AGM in October as Jan had previously suggested.  Members agreed that they would think about this and confirm suggestions for a possible venue at a future meeting.  **Date of next meeting**  The next meeting will be on Wednesday 16th July at Tickhill Surgery. |