

PPG AGM Thursday 19th Sept 2024

Present A.B, S.D, N.S, N.P, H.S, P.C., D.P., D.B.

Apologies S.G. (came in later to meeting), J.G.,J.F.,H.S.

Agenda

1. Minutes from 18th July meeting. – True record by all who attended. D.B. did comment that he reported at last meeting but was not recorded about a procedure. Will discuss with S.G. later.
2. Matters arising –
 - a) Car parking - update from N.S. which is can't at present create more disabled spaces, but this is a possibility when the car park is re-configured and re-marked. The council was approach about using space but is too expensive.
3. Election of officers – These were voted in.
 - a) Chair – N.P will continue
 - b) Vice Chair – P.C will continue.
 - c) Secretary – H.S. will continue
 - d) Vice Sec- vacant
4. Chair's report –
 - a) 3 new members, but 2 had to step down. Try and advertise for new members.
 - b) 1st aid training by Yorkshire Ambulance – well received and more in 2025.
 - c) De-fibs – we now have a list and N.P. will put together a poster with all the information for distribution.

- d) Speakers from 2024 – all informative and to arrange more in 2025.
- e) PPG week in June. Combined with make the public aware of the PPG and raising much needed funds for the practice. £40 was raised from a cake stall.

5. 2025 ideas –

- a) N.S will ask S.G. if anyone else who does additional roles to speak at our PPG.
- b) D.B. asked having someone to the coffee morning at Willow court and talk about physiotherapy. N.S will speak to S.G. to see what can be arranged.
- c) N.S. to ask S.G. what the practice needs if the PPG are going to raise money.

6. Practice and Staff updates

- a) Flu dates – Friday 4th and 18th Oct. N.S to ask if the PPG need to help with marshalling. Since the meeting the PPG will help on both dates. N.P to organise it. S.D asked about covid injections, none will be provided by the practice. Advise is ring 119 or go on the NHS web page. Sessions will be at the memorial hall. S.D also commented about how difficult it is for the elderly to book online. The practice is also doing the RSV vaccine and patients will be contacted who are eligible.
- b) Hospital bloods – when a patient has a form for the hospital for a blood test, the practice will continue to carry out this task. Certain medical practices are not doing bloods in line with the BMA collective action.

c) GP industrial action – PMP is awaiting further guidance.

d) New web page – this will go live end of September.

e) Staff –

i. New ST3 – final year of training.

ii. Interview 1 or 2 receptionist

iii. Employ new dispensary assistant and apprentice due to increase workload.

7. a) D.B. asked about appointments and N.S said 2 weeks for G.P. and 1 week for physiotherapist.

b) D.B ask about the information on the TV which is in the main waiting room about other information he would like on it. N.S will ask the Business support team who look after it, plus a suggestion was to put a suggestion box out.

c) P.C. asked about the sister practice in Thornton dale and N.S. commented that will be re-use again soon. It's used for Intravenous procedures at present.

d) D.B. comment on the practice been difficult for wheelchairs, but that is mostly due to the structure of the building.

e) S.G. has also investigated automatic doors for the main and south wing doors.

f) With S.G in the room D.B. asked her about a procedure. D.B explained but didn't want to go any further. S.G explained the practice has NICE guidelines and protocol for all procedures that staff abide to.

8. Next meeting Thursday 14th November 2024 at 2pm.