



# The Calverton Practice Patient Participation Group Minutes of the AGM Wednesday 12<sup>th</sup> July 6.00pm

## Present

Nick Borrett (Chair)  
Caroline Borrett  
Pat Bosworth  
Margaret Briggs (Vice Chair)  
Jan Johnson  
Denise Pilkington (Secretary)  
Samantha Round (Manager CORE)  
Julia Stirland

## Also present

Pat Hand (patient)  
Richard Ruffell (patient)  
Vivien Ruffell (patient)  
  
Stewart Newman (Deputy Manager of  
South Nottinghamshire)  
  
Karen Folkes (Manager of local Boots  
chemist)

## Absent

Diane Bathgate  
Jackie Guyler  
Chris Jackson  
Viv Sadler  
  
Dr Caroline Wight

## Also present

from the surgery  
Bridget Hall (Practice Manager)

### 1. Introduction and welcome

### ACTION FOR

The meeting began at 5.50pm. Apologies from four members had been sent – Jackie Guyler, Chris Jackson, Viv Sadler, Dr Caroline Wight and Diane Bathgate.

Nick welcomed all those attending, particularly those interested patients who might consider joining the PPG. He outlined the process of becoming a member, including signing the confidentially statement and including a cv to share with other PPG members.

Currently the membership stands at twelve members and there are three vacancies. All were invited to include an email address if they wanted to be contacted after the meeting.

Stewart Newman (Deputy Manager of South Nottinghamshire NHS, N&N ICB) was welcomed to the meeting.

Nick thanked many people in his introduction

- To all PPG members for their support and hard work over the last year and in particular at the Village Get Together held in May; over 120 responses were collected (the survey of health issues that are important to patients) Sam Round was thanked for collating and presenting the survey in an easy-to-read format. This information is to be used for the Health and wellbeing fair – to be held Saturday 21<sup>st</sup> October in the Village Hall
- to the team currently organizing the H & WB fair and to Councillor Boyd who has pledged funding. (Denise to follow up – see Item 5)
- to Denise – who supports the chair with minutes of meetings and who is now our representative on the Gedling and Hucknall Primary Care Network Forum.
- For the herculean networking that the late Jeff Burgoine undertook for the PPG.
- To Sam Round for her PPG contribution and to CORE for the sterling community support work
- To the practice and staff (over 50 personnel) with an excellent record in a demanding and changing climate.

DP

Lastly Nick recognised the birth of the NHS – July 5<sup>th</sup>, 1948 – and that the NHS should be sustained; it is viewed with envy by many countries. He did acknowledge that the PPG helps to support the practice to enhance the patient experience.

Nick reminded all PPG members that minutes of meetings are on the Practice website.

### 2. Minutes of previous meeting/ matters arising

The minutes of the previous AGM had been made available to PPG members and were agreed as an accurate record of the meeting.



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**Matters** arising - Actions from last year's AGM were

- engaging the local leisure centre – possible inclusion at H & WB Fair.
- Distributing leaflets at the new housing in Calverton - all the construction sites around Calverton are engaged in the distribution of Practice Enrolment Forms, PPG leaflets and CORE leaflets.

### 3. Election of Chair, Vice Chair and Minute Secretary

All three current members were prepared to continue in these positions; without any other proposals it was unanimously agreed:

Nick Borrett was elected as Chair.

Margaret Briggs was elected as Vice Chair.

Denise Pilkington was elected as Minute Secretary

### 4. Practice update – Bridget

**Patient Numbers:** Bridget reported that the practice has now has a stable register of 9,900 patients. The Calverton Practice is the smallest in the Primary Care Network (PCN) covering our area – Calverton and Arnold.

**Staffing and Personnel:** the practice is losing a PCN pharmacist – currently the position is to be advertised for a practice pharmacist. In the meantime, Stenhouse Medical Centre (another practice in the PCN) is supporting by loaning a pharmacist.

A GP Registrar is taking maternity leave.

There are two new GP registrar trainees; Bridget explained that these doctors are qualified and can see patients but as a trainee in general practice, they are supervised and access training and support.

**Building:** The new rooms are now complete and are being used for a practice doctor, and for training with videoing equipment. There is the possibility of an additional room for the future.

**Parking:** Bridget highlighted the difficulties with parking, for both staff and patients, around the surgery. Despite some solutions from the Parish Council, there doesn't seem to be any definite plan.

**Inspection:** Although the last inspection by the Care Quality Commission (CQC) was held in January 2015, there is regular monitoring. The latest monitoring review was held on 6<sup>th</sup> July 2023, involving both Bridget and Dr Wight. The CQC ' *have not found evidence that we need to carry out an inspection or reassess our rating at this stage.*' The rating continues to be outstanding.

**PCN:** The clinical director of the The Arnold and Calverton PCN, Dr Kate Evans, is stepping down.

Bridget was thanked for her full update.

Karen Folkes (the new manager of the local Boots store) was welcomed to the meeting. She is looking forward to working with the PPG and hopes to ensure a smooth operation of the store in the village.

### 5 Calverton Get Together/ Health and Well Being Fair

Caroline Borrett thanked all those who had supported the collecting of the questionnaires which invited patients of the Calverton practice to identify the services needed in our locality. This information has subsequently informed the Steering Group which services might be invited to attend the planned Health and Well Being Fair, which aims to inform and promote a proactive approach to health and well-being, signposting patients to support.

DP to send out results of questionnaire to PPG members

Several agencies have already committed to attending, although not all have responded to date.

The event is to be held on Saturday 21<sup>st</sup> October 10.00am – 2.00pm at the Village Hall. **Please put this date in your diary.**

Caroline asked the PPG for support in the planning, organisation, and delivery on the day. Please contact the Steering Group (Caroline, Julia, Sam or Denise) if you can help.

All PPG

Caroline gave an overview of the event with stalls in the main hall and activities in the adjoining rooms.



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e.g. nutritionist.

- Refreshments are to be served – volunteers required. KF
- A vaccination clinic was also being considered – Karen Folkes said that she could help with this. PB
- Pat gave supportive ideas with contacts and volunteered to join the Group. MB
- Margaret volunteered to contact the fire service. NB
- Other ideas were given in discussion. It was agreed that the signposting to the event would be very important, and Nick volunteered to create a poster advertising the event. NB
- It was suggested that the parish council might help towards the funding of the hall, thus allowing the very generous donation from Councillor Elliott Boyd to be used towards other items e.g. food parcels. DP to contact
- Karen Folkes to look into a Boots donation of products for the event. KF – Nick to follow up
- Caroline thanked all who had volunteered to date.

Please contact the Steering Group (Caroline, Julia, Sam or Denise) if you can help.

All PPG  
members

### 6 Stewart Newman – our guest speaker

Stewart was welcomed; he has worked in the NHS for many years. He gave an overview of the health picture for our area and spoke about the changing face of the NHS. He spoke about the change from a more competitive approach, ('payment by results') to a much more collaborative approach –the work of the NHS should support economic outcomes as our health is impacted upon by other factors. The reforms have been slow to progress because of Covid.

Stewart was able to explain the organisation of the Integrated Care System that operates in Nottingham City and Nottinghamshire, he spoke about; PCNs and their makeup, about the Integrated Care Board, the collaborative approach and briefly touched on the role of the Community and Voluntary Sector (CVS)

Nick thanked Stewart for his contribution.

Stewart made his presentation available to share.

### 7 AOB

There wasn't any other business

### 8 Date of next meeting / venue

Nick thanked all for attending. The meeting ended at 7.15pm

The next meeting will be Wednesday 16<sup>th</sup> August at 5.30pm at the surgery.