

COLTISHALL & SPIXWORTH SURGERIES PPG MEETING

MINUTES OF THE MEETING HELD ON 15 JUNE 22

Present: Steve Kempson (Chairman), Christina Armitage (Practice Manager), Karen Simms (Head Receptionist), Sharon Davies (Secretary), Ann Pulford, Keith Owen, David Revill, Margaret Blyth

Apologies: Doreen Snelling

Minutes of last meeting (4/2/2020)

Matters arising:

There is no update on the double yellow lines regarding parking on the road.

The Surgeries are currently not monitoring the 'did not attend' appointments due to how the appointments are made, which are a mixture of face to face and telephone calls.

A Spirometer has been purchased since the last meeting.

First Aid talks and CPR training talks are a possibility at a future date.

Surgery News and updates

There have been a lot of changes since our last meeting. Christina Armitage is now the Practice Manager dealing with the day to day running of the Surgeries, and Nikki Crawford is now the Business Manager dealing with the financial side and any complaints - this should allow the Practice to run more effectively and efficiently.

Dr Taylor has retired, and Dr Selvam will be leaving the Practice in October 2022.

Dr Russell, Dr Roberts and Dr Ayodele will be the remaining Partners in the Surgeries. There are then have the following salaried GP's: Dr Allanson, Dr Mitchell, Dr Opatola and Dr Olokodana - although Dr Mitchell is currently on maternity leave. Dr Vaid is a registrar doctor with the Surgeries.

There will be two new doctors joining the Practice in the coming months.

Dr Russell has taken on the role of Clinical Director for the PCN, which will be for year. Due to this commitment, he has reduced his days in the Surgeries.

Wendy Shaw is the only Advanced Nurse Practitioner as Petra Dixon has retired.

The nursing team has had a few changes with Julie and Angela leaving but two new nurses have been recruited, Emilia and Claire who will join the team with Clare.

Toni and Miriam are the two Assistant Practitioners, while Helen the Phlebotomist has decided to retire.

Emma and Ali worked as Locum Advanced Nurse Practitioners in the Surgeries for several months. Due to personnel commitments, Ali will no longer be providing any sessions at the Surgeries, however, Emma will still be do ad hoc sessions.

Sadly, there has been three bereavements within the Surgery staff - Rita (Secretary), Nisa (Secretary) and Benita (Dispenser).

The Dispensary has recruited a Pharmacy Technician - Ben, as well as having Nico and Nic who are Clinical Pharmacists working alternate Tuesdays and Thursdays who are able to deal with medication reviews.

Feedback on suggested wording for the screens

There is no update on this at the moment.

Friends of Surgeries to include Finance update – bench plaque – books and puzzles

On 31/12/2019 there was a balance of £5427.08 in the account. The balance today is £1998.36

There has been very little income over the past two and a half years - £1389.46, which included donations of approximately £1100, which were very much appreciated and gratefully received. Expenses have included the Spirometer at approximately £1900, and the Cryo and Water Cooler contract renewals, a Compact Camera and a Wall Light.

It has been decided the Surgeries will now take over paying for the Water Cooler contract, with the possibility of it being reinstated at some point in the future when funds allow.

The Cryo contract renewal has now been cancelled and the Surgeries have purchased two portable machines, one for Coltishall and one for Spixworth, which should last five years, which will work out to be considerably cheaper than the existing contracted equipment.

Keith Owen provided an additional update on the accounts, and it has been decided by the PPFG that, owing to current lack of funds in the Account, further one-off purchases will need to be suspended for the present time.

A really good bit of news is that the sale of Books and Puzzles can now be offered again - this will assist in bringing in valuable income to the Surgeries, and will be promoted in the Marlpit.

It was decided to obtain a plaque for the bench costing approximately £25.00, with the wording 'Donated by the Friends of the Surgery in 2019'.

Suggestions for Future Speakers

Nico (PCN)

Swift – valuable service for falls within the home

Any other business

Facemask update – There are no longer any rules to wear these in the Surgeries, but patients can continue to do so if they like.

Carers discount – it was questioned if there is a ‘Carers Card ’as some places offer a discount for Carers – this is not something that is provided by the Surgeries.

Appointments – the Surgeries are currently offering face to face and telephone appointments. There are pre-bookable appointments available for three to four weeks in advance. There is a local improved access extended hours service which is on a rota basis, at Spixworth, Drayton, Aylsham or Reepham. For Coltishall it will be on a Tuesday, Thursday evenings and a Saturday morning, once a month.

Dates for next meetings

Future meetings will be on a Wednesday going forward

7/9/2022

7/12/2022