

COLTISHALL & SPIXWORTH SURGERIES PFG MEETING
MINUTES OF THE MEETING HELD ON 8TH DECEMBER 2022

Present: Steve Kempson (Chairman), Christina Armitage (Practice Manager), Sharon Davies (Secretary), Karen Sims (Reception Manager), Ann Pulford, Doreen Snelling, Keith Owen.

Apologies: David Revill, Margaret Blyth

Guest Speakers: Nico Pili Senior Clinical Pharmacist and Ben Baker Pharmacy Technician – we had a very informative chat with Nico and Ben regarding their roles within the surgery – the aim being to make sure there is good prescribing practice and safety within prescribing. Nico is able to undertake medication reviews which are very patient-centred and can also advise on wellbeing and lifestyle measures to help patients. Nico and Ben are able to spend more time with patients to agree a way forward for all parties. Everything discussed with the patient will be recorded in their records. If there is anything that they feel they need input from a doctor they will send the doctor a message. Although the majority of their work is phoned based it is hoped there may be face to face appointments at some point in the future. Nico is employed by North Norfolk Primary Care and is shared over two practices and his working hours at Coltishall are Thursday and Friday. Ben's hours are Monday to Thursday.

Matters Arising: There is currently no update on the yellow lines in St Johns Close, however, there are plans afoot to make St Johns Close and Rectory Road 20mph zones with a flashing sign.

The Surgery phone lines have been quality tested and are working correctly.

Surgery News/updates/staff comings and goings: Dr Opatola has now left the surgery and Dr Olokodana will be leaving on 23th December. New doctors have not yet been appointed, but hopefully will be shortly. There is a new nurse - Karen, who joined the surgery on 5th December. Claire has passed her Asthma training. There is a new receptionist - Casey and a new prescribing Clerk - Sabiné.

Friends of Surgeries to include Finance updates: The Surgeries have received a £300 donation that was gratefully received and acknowledged, along with a previous donation of £202. The balance in the account is £2685.36, together with any monies not yet banked. Books and puzzles are still selling well. The bench plaque is now complete and ready to collect, and will be fitted to the bench in the near future.

Suggestions for future speaker: Swift. Christina will look into this to see if they will come to the surgery.

Any other business: A replacement fridge is required for the Surgeries. It was suggested that the Friends could fund half of the cost, however, it was agreed that the whole expense could be met with a cost of £1700 plus VAT.

Dates of next meeting: Thursday 23 March 2023 & Thursday 22 June 2023