**PRG Meeting Notes**

**September 30th 2014 at 12pm**

Present:

Angela Marwood Practice Manager (and stand in chair)

Kate Lamb Assistant Practice Manager

Colin Cooper Patient Representative

Rita Harrison Patient Representative

Mick Lomax Public Health Nurse

Rianne Norton Public Health Administrator

Apologies received from:

Sabrina Alexander Gail Alexandra John Butree Mrs Cooper

Rita explained that she did send her apologies for the previous PRG meeting held on 12th August 2014, but her message was not received by the members.

**Welcome and introductions**

Angela introduced the two new members of the Public Health Team – Mick Lomax, the Public Health Nurse, and Rianne Norton, the administrative support.

Mick introduced himself and gave details of his employment background. He has been in post for 3 weeks now. He will be working with individuals and families in the local area, offering an holistic approach to the problems identified within the local community. He will identify any relevant health issues and then, as required, he will refer these families/individuals to other agencies and offer help and advice. He will be actively involved in Health Promotion initiatives, in raising awareness and helping to improve access to treatment. He is currently working on gaining contacts and networking in the local area.

Rianne introduced herself and said that she has now been in post for 3 months. She explained that she has had a varied employment background, most recently working for West Yorkshire Police which has given her some insight into the problems and inequalities which affect families on a day-to-day basis.

Angela explained that the counsellor will be working part-time for 17.5 hours per week. They are currently undertaking her pre-employment checks and are hoping to have a start date on or around 13th October 2014, and at which point the Public Health Team will be complete.

**Action points from previous meeting**

There were no action points from the previous meeting.

**Notes from the previous meeting**

A question was raised as to whether the minutes from each PRG meeting were posted on the internet. It was confirmed that they were posted onto the surgery’s website. Members of the group were advised that if they raised something which they did not want to be included in the minutes, then it needs to be mentioned at that time.

**Practice Update**

At the previous meeting it was explained that Dr Herrero had been involved in an accident and would be absent from work for 6 weeks. Angela was pleased to announce that Dr Herrero had now returned to work. She also explained that Dr Twine had also been off sick but had also now returned to work.

Kate explained that the endoscopy suite was up and running well, and this is the same for other services offered by the practice, including X-ray and ultrasound. The operating theatre has recently had its second Saturday morning vasectomy clinic.

Angela explained that it is currently a very busy time for the practice, as it is the end of the Quarter 2, and so reports and submissions are due.

**PMS Review**

Angela explained that the surgery found out a little while ago that the government is looking at cutting funding to GP practices, and that £3.8 million will be cut from Wakefield GP practices (not MID Yorkshire) over the next 3 years. There are 42 practices in the Wakefield area which will be affected, so this will have a big impact in the local area. This is a very worrying time; especially when income has not increased in line with our workload, and at this time there is no scope to employ any additional staff.

NHS England is carrying out this review, and is arranging a meeting with each of the practices involved starting around December 2014. In the meantime posters have been provided to encourage patients to have their say regarding this cut to funding.

Angela confirmed that she and Dr Kamal will be meeting with NHS England supported by Wakefield LMC (Local Medical Committee) on 4th December 2014.

Posters will be displayed in all of the waiting rooms to encourage patients to take action. The practice will also take advice on whether posters can be displayed elsewhere within the community as patients need to be aware of what is going on. Posters will also be sent out to members of the PRG along with copies of the meeting minutes.

Angela advised that the next Infection Control audit will be carried out by Wakefield Council on 21st October 2014. There have been some improvements made since the last audit, including new flooring and new washable seating so the practice is hoping for a higher % score than the previous audit.

**AOB**

A concern was raised about children with asthma not being offered the flu vaccine this year. Following a discussion it would appear that these children will be offered a nasal spray rather than an injection.

**Action Point** – Mick to look at how local schools are planning to roll out the flu vaccination programme for year 7 and 8 children (aged 11 to 12 years). Mick will look into waiting times from start to finish of the initiative.

**Coffee morning**

Angela explained that she would arrange for a final count of the money made from the last coffee morning. She explained that we had some good stalls at the event and we have now made some good contacts with businesses and organisations in the local community. She also thanked the PRG members for their effort with advertising and supporting the event. Unfortunately though, despite all the best efforts, it was still a very disappointing turnout. The items which were left over from the tombola will now be put away and used for the next event. Possible events for another fundraising event next year were discussed, and ideas included a weekend event or possibly a smaller selection of stalls located in the reception/foyer area of the Grange but on a more frequent basis. This would be more of an information session rather than a fundraising event. We need to look at holding events where we can attract people in. These ideas will be discussed again next time an event is planned.

It is coming up the time for the annual patient survey - this will be discussed in more detail at the next meeting but please consider questions that would be useful.

Next meeting has been arranged for 11th November 2014 – we will try to get a downstairs room for the meeting for easier access.