Appendix 4

**The Grange Medical Centre**

**Greenview Medical Centre**

 **Kinsley Medical Centre**

**Minutes Patient Reference Group meeting**

**13th March 2012 12 noon -2pm**

**Venue: The Grange Therapy Unit –Hemsworth**

**Present:**

Rita Harrison [RH] Patient Representative

Sheila Butler [SB] Patient Representative

Angie Deakin [AD] Patient Representative

Pam Walker [PW] Patient Representative

Angela Marwood [AM Practice Manager

**Apologies:**

John Butree

AM informed group that a new GP had joined the practice with another one in the pipeline.

The new Endoscopy unit has not been completed AW said due to health and safety precautions she had not been able to check on progress but thought the work would be completed soon. There is some work planned to enlarge the car park so it advertising for the new grounds man/car park attendant has been deferred.

AW said that Michelle had returned to the surgery as nurse practitioner news was welcomed by the group.

[AM] said that there are concerns regarding the number of patients using Pontefract Hospital ED during Surgery opening times. A discussion followed, it was suggested that some people may be just time wasters; however consideration was given to the suggestion it may be because patients are frustrated with appointment availability with GP’s.

AD gave positive feedback from the Link visit that she attended, AM thanked her for her help and support.

PW was unable to attend the PRG network meeting due to illness.

AM gave an update on the Patient group report and Action plan which had been submitted for approval to Gisela Clark [WDPCT]. Gisela sent an email saying that the report had been successfully completed with all the components required for the DES. She commented that it had been a pleasure working with AM on the project. AM thanked PW for her help in compiling the report and everyone who had taken part getting the questionnaires filled in.

The group discussed the pride it has on completing the piece of work in a limited timescale and it was felt that the group was really working as a team with mutual support between Practice Staff and PRG volunteers.

The terms of reference were agreed and adopted.

AM to talk to Practice meeting about naming new Endoscopy unit in memory of DR Sen and also new signs when the car park is completed. A discussion regarding Disabled bays ensued. It was agreed that the professionals would be aware of the needs of and guidelines for placement of parking for disabled people.

The group agreed that a health walk should take place on Friday 27th April meeting at 1pm o Vale Head Park entrance. The walkers would then walk via the park to Hemsworth Water Park with a stop for refreshments at the Lakeside café. [AW] to make posters advertising the event.

**Next Meeting: Tuesday April 17th 12noon -2pm at The Grange Therapy Unit- Hemsworth.**