

RICHMOND MEDICAL CENTRE PPG
MINUTES OF CORE COMMITTEE MEETING VIA ZOOM
28th JULY 2021

Present

GB (Chair), DH (Secretary), TB, GF, RH, MM,

In Attendance RB (ZOOM host)

2. Apologies

CH, DS (Vice Chair), SH

3. Minutes of 31/03/21

These were agreed as a true record of the meeting. Proposed: GF Seconded: RH
Minutes to be signed by GB.

4. Matters Arising

6. Action: GB has redesigned VPPG survey to reflect eConsult, telephone and email communications. Awaiting Practice approval.

8. Action: Covered under item 9

10.Action: RS confirmed £510.96 in Practice's PPG Account. £26.10 to be forwarded by DS from Crossroads Practice. Invoice for £14 from GB for printing of flyers

12. Action: Insurance for events outside Practice sites to be confirmed. AGM covered by Practice insurance, but no refreshments allowed.

Action: GB circulated link for non-emergency transport

Action: GB survey covered under 6. Action

Action: RS informed members of Stockport Practice

5. Practice Updates

RS reported telephone message in the process of being updated to a shorter form. IPC carried out an Inspection of Infection Prevention Control by information provided by Practice.

Working towards regaining Carers' Award Accreditation.

Current difficulties with Practice affected by Covid infections and isolations explained. This is detailed on the Practice website.

Discussion of eConsult and the way forward for the Practice which is moving to an already used platform for text messaging. This is thought to be the one that the CQC will fund.

Current recruitment of Nurse Practitioner and Doctor in process.

Discussion of future planning and growth of surgery regarding future building works.

RS confirmed natural loss of patients means numbers almost the same.

Additional venues to Rustons to be used for Autumn Flu and Covid Booster vaccinations.

Fibre Broadband in the village is helping communications. All receptionists are now sited at Village site and response has improved with positive patient feedback

6. Chair Updates

DC & JC have resigned.

DS & GB developed VPPG. 450 flyers inviting patients to VPPG were delivered outside Rustons during Covid Vaccination Programme.

Survey ready to be distributed.

Action: RS & SH to feedback partners' approval of survey.

Discussion of the circulated email by GB re the new proposals for PPG Trust communications. Members will respond individually, if appropriate, as it was not a PPG issue.

Discussion of Council invitation to have a stall at Christmas Fair on 11th December. Decision yet to be made.

7. Results from the 2021 survey

Results and comparison with 3 practices was discussed and found to be meaningless as the varied quantity of returned surveys analysed did not allow inter-practice comparisons

8. Finance

Covered in Matters Arising

9. AGM

GF, TB & RH investigated possible venues and North Hykeham Memorial Hall was chosen for availability and cost. Date Wednesday 29th September 2021. Time 7pm Preliminary recruitment for 4 vacancies on Core PPG to be carried out after AGM.

GB to design advert for AGM to be included in Grapevine, Hykeham Gazette, Everbrite, Community Hub and at Richmond Medical Centre.

Members were reminded that all resignations from the Core PPG must be received by the Chair one month before the AGM.

Action: DH to design Newsletter based on the AGM PPG Annual Report for the Practice Website.

10. AOB

None

11. Date of next Meeting

Wednesday 29th September 2021, 5.30pm at Memorial Hall.

Signed:

Date: