



Trent Valley Surgery (TVS) Management Committee, Patient Participation Group (TVS-PPG)

**Notes of the meeting held on
Tuesday 9 March 2021 at 16:00h remotely via Zoom**

Management Group members present:

- Caroline Coxon (CC) Chair
- Ruth Dymock (RD) (Secretary)
- Sylvia Bone (SB)
- Dennis Browne (DB)
- Marion Goldacre (MG)
- David Greenop (DG)
- Paula Bacon (PB) (Practice Manager)

	Notes	Action
1	Apologies: Sue Ford.	
2	Minutes: of the meeting Tuesday 9 March 2021 were agreed as accurate – to be displayed on the surgery website.	CC
3	<p>Matters Arising:</p> <p>A: Constitution: two aspects of this are under review:</p> <ul style="list-style-type: none"> a) Numbers of committee members b) ways of reducing the current overcomplicated mechanism of several layers of management committee, PPG members, and the wider patient group <p>Work is in progress to finish July/August in time for the AGM on 7 September. Anyone wishing to add comments please do.</p> <p>B: Information leaflet review work also needs to be completed for leaflet and surgery website, explaining what the PPG is and its function. CC to send current file to SB for comment and revision ready for next meeting.</p> <p>C: PB agrees to ask Dr Anugwa to join PPG meetings occasionally. A new nurse has started, new to community work, and PB suggested she might ask her to attend also.</p>	<p style="text-align: center;">CC/SF/DG</p> <p style="text-align: center;">ALL</p> <p style="text-align: center;">CC/SB/RD</p> <p style="text-align: center;">PB</p>

4	<p><u>Practice Manager's update:</u> Covid vaccine programme continues very effectively, with many patients commenting on the efficiency of the programme. CC made formal mention that the management team was very impressed with how the GP services and JCH have coped with the vaccine programme, with volunteers doing excellent work and the Co-ordinator of the programme needing particular mention. Committee members have seen and received a plethora of positive comments from patients about the programme.</p> <p>Building work at Saxilby surgery progresses well, with new reception desk in place, smart meeting room, and all work as described in previous minutes nearing completion. Deep clean to follow.</p> <p>CC asked about the BP pod, donated by PPG and for use by patients before their appointment. This has been taken out of use during the pandemic period and no decision yet where to put it so that it is easily accessible to patients.</p> <p>Delivery of medications is being extended to surrounding villages. PB agreed on questioning that the dispensary to Torksey surgery is now closed. This prompted some discussion, with some people having thought the arrangement was for during the pandemic only, or for housebound patients going forward. PB to speak to the Dispenser to put out a clear communication about this decision.</p>	PB PB
5.	<p><u>Chair Update:</u> No further specific update, all dealt with during the meeting.</p>	
6.	<p>No specific news from N.A.P.P. other local PPGs.</p>	
7.	<p><u>Treasurer Update:</u> Still awaiting dealing with Gainsborough Bank to close old account. Some cash from books at surgery yet to be counted.</p>	MG/PB
8/9.	<p>Chair report dealt with in Matters Arising A and B.</p>	
9.	<p><u>AOB:</u> DB mentioned how impressed he has been in the ways the surgery has managed during the Covid pandemic in trying circumstances. CC agreed and the Management Committee wished to pass on thanks on behalf of many patients we have heard from individually.</p> <p>The PPG management committee has also received feedback from patients who have used the E-Consult program to say that they have found it an effective new way of accessing care, and members agreed that this should be promoted for patients who can use the system.</p>	ALL
10.	<p><u>Date and Time of Next Meeting: Tuesday 8 June 2021 at 4pm</u> via Zoom. Please send any agenda items or apologies to RD in advance. The meeting closed at 16.40h.</p>	ALL

Date and Time of next meeting:

8th June 4pm 2021

Dates and Times of next meetings:

6th July 4pm 2021

4th August 4pm 2021

7th September 2021 – AGM