



## 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)  
Sue Ford (SF)  
Paula Bacon (PB (Practice Manager)

	Notes	Action
1	<b>Apologies:</b> David Greenop, Marion Goldacre.	
2	<b>Minutes:</b> of last meeting 9 February 2021 were agreed as accurate and can be displayed on the surgery website.	CC
3	<p><b>Matters Arising:</b></p> <p>Page 1: committee member co-option now that N Mawer has left post. RD felt it was useful to have two members from the practice, to ensure representation at meetings if one not able to attend. Members agreed, but PB had already approached several members who are unable to attend. CC suggested this was a good opportunity to ask Dr Anugwa to join, and PB agreed to ask him, although mentioning that all surgery employees can be very busy at late notice.</p> <p>A further discussion was held on Management Committee membership, which stands at ten as voted at the AGM, and it was felt important that all should attend and participate, especially as other surgery patients have asked to serve.</p> <p>CC to contact CB and DB, and also suggested the committee might plan to review the TVS-PPG constitution's maximum number of ten members in the future, which met with general agreement.</p>	<p>PB</p> <p>CC</p>
4	<p><b>Practice Manager's update:</b></p> <p>Building work at Saxilby has started, as described in previous minutes. This should take 4-6 weeks and create more space and facilities and staff and patients.</p>	

	<p>The Covid vaccination programme continues with a very good uptake and processes running smoothly, according to when stocks released by government.</p> <p>A new nurse will be starting on 28 April.</p>	
5/6.	<p><b><u>Chair Update:</u></b>  CC mentioned that we receive very useful information online from N.A.P.P. (the national association of patient participation groups), including some areas reporting that PPGs had been involved in avoiding wasted appointments through patients not arriving (DNA). However PB said this is really not something that this practice suffers from, possibly as it has a small patient population of just 4,300 with good continuity of care, and no areas of high deprivation. This led to general praise about the responsiveness of the surgery and the relative ease in getting appointments.</p> <p>The E-Consult program was mentioned again, with mixed responses. It provides a lot of good health advice. However, members noted that the surgery is extremely helpful when contacted personally. RD also noted that the NHS app is useful and can be used to access Summary Care Records on the move, as well as the online surgery patient SystemOne shared records, for those who wish.</p> <p>CC said, to general agreement, that the practice website looks professional with a lot of useful info.</p>	
7.	<p><b><u>Treasurer Update:</u></b>  MG had given apologies but left a message to say there was no change to the financial records.</p>	
8.	<p><b>AOB:</b> CC asked PB if there was any specific help or support we could give at this time – the surgery will let us know.</p>	<b>PB/ALL</b>
9.	<p><b><u>Date and Time of Next Meeting:</u> Tuesday 6 April 2021 at 4pm</b> via Zoom.  Please send any agenda items or apologies to RD in advance.  The meeting closed at 16.40h.</p>	<b>ALL</b>

**Date and Time of next meeting:**

6th April 4pm 2021

**Dates and Times of next meetings:**

11th May 4pm 2021

8th June 4pm 2021

6th July 4pm 2021

4th August 4pm 2021

7th September 2021 – AGM