**ANNUAL GENERAL MEETING**

**SEASCALE AND BOOTLE SURGERIES PPG**

**ZOOM MEETING 10 JUNE 2021 @ 1:30pm**

**Present:**

Eileen Turner, Liz Clegg, David Faulkner, Viv Stucke, Neil Robson, Alexandra Brassington

**Apologies:**

Ann Wallen, Trevor Partridge, David Niven

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| **AGENDA ITEM** | | | **ACTIONS** |
| 1 | Welcome |  |  |
| 2 | Election of Chairperson and Secretary | Eileen Turner was elected as Chairperson and David Niven as Secretary |  |
| 3 | Discussion and approval of PPG Terms of Reference | Approved | Eileen to forward to Collette to put in PPG area of Practice website  *complete* |
| 4 | Discussion and approval of PPG Ground Rules | Approved |
| 5 | Practice update | **Staffing:** Collette reported that Dr Miles had returned to work on a phased return but the Practice was still short of GPs. Dr Cahart has dropped two sessions, amounting to one full day. Dr van Bussell is to be recalled to Fellview Healthcare soon. Dr Kambasha has been offered a contract but will not qualify until next year.  North Cumbria Primary Care (NCPC) is supporting the Practice in GP recruitment and has arranged secondment of GPs, for instance Dr Harnor, from other NCPC Practices.  **Patients:** The Practice has a higher than usual number of new patients, 98 in the last 12 months. Many of these have moved here from other areas during the pandemic. There are now 5,725 patients. Viv asked if new patients know about the PPG, Collette said this was contained in the information pack for all new patients. Viv asked if there was more that the PPG could do.  Neil asked if visitors to the area added to the Practice workload. Collette said they did but that the Practice had a duty of care to them.  **Bootle surgery**: David Faulkner asked about rumours that Bootle surgery was closing and that patients were transferring to Millom. Collette said neither were true. David will do what he can to address these rumours which do arise from time to time.  **Covid:** The surgery is now struggling to get patients in for vaccination, some are vaccine hesitant and others want the Pfizer vaccine which is not delivered at Seascale. Patients will be redirected to Flatt Walks Clinic or the national vaccination system and no more vaccinations clinics will take place at Seascale.  Viv asked if patient feedback on the pandemic was being sought. Collette asked if the PPG would develop some questions for this. Liz and Viv volunteered and Eileen will ask if members not at this meeting would like to be involved.  **Patient Data Sharing:**  Eileen asked if patient data was already shared with the NHS. Collette said only information on care, for instance if a patient goes to hospital. The Practice could switch off the data sharing system with approval from NCPC, who will be considering this at a management meeting.  Zandra didn’t know about NCPC and Eileen will forward information to her.  **Pharmacy:** Zandra said people had approached her about being unable to get through to the Pharmacy by phone and had to come to the surgery to order medicines. Collette said it was not necessary to call in to the surgery, the new telephone system allowed people to leave a message for the pharmacy or a patient could speak to reception. Zandra will spread the word and Collette will put an item in Well, Well, Well | Eileen and Collette to consider how to inform new patients about PPG, perhaps once they settle in.  *ongoing*  Eileen to email PPG members for volunteers.  *complete*  Eileen to email Zandra  *complete*  Collette to put item into Well, Well, Well  *complete* |
| 6 | Nomination of items/subjects for the coming year | Trevor had emailed to say he wanted the PPG to have more focus on the Practice and not on projects beyond the scope of the PPG to influence.  Viv asked if any PPG members could attend a Practice staff meeting to discuss ways the PPG could support them. Collette said that staff know about the PPG.  Liz asked if confidentiality was an issue. In her involvement with NWAS she had signed a confidentiality agreement and NWAS found this helped to reassure staff of the professional approach of volunteers and community members. Collette will see if the agreement which Practice staff sign can be used or adapted for PPG members.  Eileen and Liz suggested that raising awareness of health issues locally could be a future focus, especially where our area is disadvantaged, for instance in stroke services. | Collette to send proposed confidentiality agreement to Eileen for circulation to members.  *Reworded to meet PPG needs. Complete* |
| 7 | Next meeting | There was discussion on whether to continue online or move back to face to face meetings. Four members at the meeting preferred online with two preferring face to face. Hybrid meetings could be possible and members would investigate venues in their own villages where members could meet and which also had adequate internet access for others to join online. Neil Robson said the Pennington Hotel was a possibility.  The next meeting will be held online on **Thursday 9 September at 1.30pm**. If a venue for a hybrid meeting is found members will be able to decide whether to attend in person or online. | Eileen to email members to ask for appropriate venues for future meetings.  Neil to contact the Pennington Hotel  *complete*  Liz to set up Zoom meeting  *complete* |