

**DUKINFIELD MEDICAL PRACTICE
PATIENT NETWORK GROUP MEETING HELD ON TUESDAY 13th JUNE 2023
AT DUKINFIELD MEDICAL PRACTICE, CONCORD WAY AT 1.00 PM**

Present: Marion Higgins (Chairperson), Geoff Hill (Secretary), Julie Pregnall (Practice Director), Sheila Frith, Joyce Jones, Ann Wright, Dr Vernon Marshall-Coulaudon, Dawn Alston, Kath Ratcliffe, Brian Malpas.

Apologies for absence: Amrit, Joan Mycroft, and Bhikhu

Minutes of the previous meeting

These were approved as a correct record.

Matters Arising

Julie reported that NHS England has produced a benchmarking kit for NHS websites and she will share the information with Geoff.

Other matters arising are covered on the agenda.

1. Treasurer

Unfortunately, Amrit has resigned his post as Treasurer due to a period of ill health. He is now out of hospital and recuperating at home. The group sends him warm wishes and hopes that he soon makes a full recovery. We need to have someone in this post in order to meet constitutional requirements. Joyce offered to take on the role with the proviso that if it becomes too onerous, she will raise it. There was unanimous agreement and she was thanked for offering to do the work.

2. Update on the allotment

As previously reported, we have been in contact with an organisation called LEAP who have been granted access to a large allotment plot on Meadow Lane. In discussions with the group, it has been decided to allocate part of this plot exclusively to DMP. In order to clarify how this will now be taken forward, Julie offered to telephone contact Graham to discuss.

In the meantime, Brian reported that he has planted up the beds at the Practice site and that he needs additional funds to keep up the seasonal display. He said he also needs assistance to maintain the planting display ie watering in hot weather.

3. The new patient survey

Sheila left the meeting and Joyce took over as Minute Taker

Marion stated that the new patient survey form about how appointments are made is ready and much easier to complete. As it was difficult for volunteers Kath, Marion, Joyce and Ann to get patients to fill in the survey after visiting the doctor, filling in the forms before going in will be much more productive. The forms will be kept in the cupboard behind Reception. Julie said that out of 24 surveys 20 had booked by telephone. As it did not ask if the appointments were for a GP or a Nurse it was decided to add two more tick boxes to the form which Geoff agreed to do.

4. PNG Focal Point

Underneath the PNG noticeboard a painted piece of wood will house plastic holders for survey forms and newsletters etc. Plastic holders to be ordered through the Practice.

5. The Walking Group

There had been a boat trip to Marple taking a full day, a walk round the park and then by appointment to the allotment. It was a case of bring and share food for the boat trip and the patients enjoyed it all. The proposed Buggy walk will be on Fridays and there have been lots of shares on Dukinfield Community Group. Disclosure and Barring checks have been done so the walks are moving on, so to speak!

6. Knitting and Crochet Group

The Group now has a name: Baby Bundles. Funding is a little bit of an issue but the Group is preparing to get started with available wools and undertake projects. Marion has ordered cellophane and brown paper bags for packaging. Geoff has made a poster to advertise the group. Pink, blue and green ribbons will identify the bundles for the envisaged baby arrivals so the surgery can give out appropriately. Meeting will be at Dukinfield library even when unstaffed, on a Friday 9.30 to 11.00 is an option. Marion is to ask if the Group can access the library on one person's card and possibly confirm use so no start date as yet. Baby Bundles WhatsApp Group to be updated. A certain amount of stock is needed before the bundles can be distributed.

7. Health Event

St Johns Church has been booked for Saturday, 30th September 2023. The event will start at 2pm to 4pm. Julie to ask GPs and nurses to put the date in their diaries. It was asked if Health Visitors could have a stall. The Ambulance will be there if no emergencies and the paramedics will be there. Sheila to send out letters inviting previous stall holders first and then later widen invitations if needed. Geoff to ask if other room can also be used at St Johns for the paramedics.

8. Activity Funding

Jonathan King from Action Together is helping Geoff familiarise himself with the pitfalls in the application for a Micro grant of £1,000. This can be from their own pot of money or others eg Asda Foundation. We will not be successful if we fail to meet the specified criteria. As we are a Constituted Group, not a Charity, we can only apply for £1,000. Geoff intends to apply and asked the Group for suggestions on how to complete the form. There has to be a detailed breakdown of budget and receipts are needed for anything spent as there could be future audits. There is to be a discussion meeting at Concord Way with Jonathan on Tuesday, 20th June on form completing.

Sheila returned to the meeting to continue with the Minutes.

9. QI meeting update

Marion reported on the most recent of the above meeting that she attends on behalf of the PNG. There had been discussions covering a range of topics including IT developments, a rise in the demand for mental health services, new treatments for asthma, and how audits concerning patients with cancer are kept meaningful and appropriate.

10. Summer newsletter

Geoff presented the contributions for the newsletter so far. Julie confirmed that the item from the clinical team was on its way. There were several suggestions from the meeting for articles to be included. All these need to be with Geoff no later than 27th June.

11. Membership of the Tameside and Glossop Integrated Care NHS Foundation Trust

Vernon outlined the work of this organisation, the necessary commitment and the benefits of becoming a member. He urged everyone to participate in the democratic processes. It was suggested that a link to relevant information could be included in the next newsletter, with perhaps a small piece bringing it to people's attention.

Julie reported that the Practice is now opening its out-of-area registration procedure. There are limitations with this registration but patients should contact the Practice for further information.

12. Date of next meeting

18th July 2023 at 1.00 pm at Concord Way meeting room