

**DUKINFIELD MEDICAL PRACTICE  
PATIENT NETWORK GROUP MEETING HELD ON TUESDAY 2ND JULY 2024 AT 1.30 PM AT  
DUKINFIELD MEDICAL PRACTICE, CONCORD WAY, DUKINFIELD**

**Present:** Marion Higgins (Chair) Julie Pregnall, Sheila Frith (Secretary/Minutes), Kath Ratcliffe, Brian Malpas, Joyce Jones (Treasurer)

**Apologies for absence:** Ann Wright, Amrit Singh, Bhikhu Mistry

Before the meeting started, the Committee acknowledged the recent very sad loss of Vernon Marshall-Coulauden. Two committee members had attended his funeral and cards sent giving our condolences to the family. We have lost a valuable committee member and he will be missed.

### **1. Minutes of the last meeting and matters arising**

Minutes were approved as a correct record.

- First aid training had been completed satisfactorily and it was noted that the trainer had been particularly effective.
- Confidentiality forms all completed.
- The idea of a picnic in the park is still being considered as a future event.
- Bhikhu's item re. Blood tests will be reported on at next meeting.
- Joyce confirmed that she had held a meeting with Sheila and Dawn to familiarise them with the requirements of the Locala grant conditions.

### **2. Treasurer's Report**

The general fund balance b/f is £107.69. Locala Grant fund is £1,500 which is to be split between Baby Bundles and Craft Groups. (£750 each). To date BB has spent £204.00 (balance £546.00) and Craft £262.50 (balance £487.50). Allotment costs have been taken from general fund amounting to £55.61 (balance £52.08).

Total funds in account are £1,085.58. By August 2024, half of the Locala grant must be spent on group sessions so BB needs to spend a further £171 and Craft £112.50.

Funding for the walking group is being sought from a different source (Forever Manchester) and we await the outcome of the bid by the end of August. Transport costs seem to be a challenge in any bid.

### **3. Gardening Group**

Brian continues to maintain the garden area at Concord Way. It was acknowledged that more attendees need to be sought to tend the allotment. However, the success of the planting to date was recognised and progress is clearly being made on facilities, i.e. a potting shed.

Julie shared FaceBook images that include all the group activities as well as the allotment. She asked those there have access to FB to share whenever appropriate and to promote it at every opportunity.

### **4. Update on QI meeting**

Marion reported on the main points from the meeting held on 2nd May. This is a meeting held within the Practice, with a patient representative, looking at continually making improvements to services and procedures. On this occasion, some of the topics discussed included return appointment systems, and mental health support. Each practitioner takes a lead on different projects to look at where improvements can be made.

## **5. Future Funding**

We have had some success to date. However, grant funding usually is limited. There was a discussion on our options for independent fund raising. It is limited as we do not have charitable status. The most pressing project is the Christmas preparations that the Practice has carried out for several years now. It was recognised that we need to start on preparations quite soon. Geoff to be asked if he will contact the companies who have previously supported us. Handmade gifts will also be included this time. Julie will investigate a Co-op initiative identified by Brian.

**Action: Marion and Julie**

## **6. Volunteers**

As a means to recruit additional volunteers, it was suggested that the process used to recruit health champions could be re-visited. Julie said that the practice had issued a text message initially which was then followed up by a personal call to those who responded. Julie suggested the text could be sent out on 26th July. Kath and Marion said that they could help with phone calls and Sheila will put together a schedule.

**Action: Julie/Marion/Kath/Sheila**

## **7. Contributions to the newsletter**

There was a wide ranging discussion on this topic covering content, distribution, size etc. It was acknowledged that items can be downloaded from NHS web pages as information items, ie the upcoming RSV vaccine roll out. It was also suggested that references to Christmas events could be put in the September issue without specific dates which will be issued when fixed. Brian suggested that an occasional "healthy and economic" recipe could be included. There were several really useful suggestions which could be included under a heading "Did you know ..."

It was acknowledged that this is a PNG newsletter for the benefit of patients and that the committee members should oversee more of the process. Equally, it was recognised that patients do appreciate articles written by the GPs. It reaches out not just to people who come into the surgery for appointments to see a clinician but also to those who don't. It was equally acknowledged that the quality and content of these newsletters has grown and developed over the years and thanks were expressed to Geoff for all the work he puts in to produce it.

## **8. Any Other Business**

Julie demonstrated the new triage system. She explained the background as to why a new provider had been appointed. Access via Patient Access is no longer possible but will be via the NHS app quite soon. There are minor differences between the two systems.

Sheila explained that she would not be able to devote the time necessary to organise another health event this year. It was agreed that she would arrange an email to inform previous attendees and contact Sally Culmer at the PCN with the aim of mounting another event in 2025.

**Action: Sheila**

## **9. Date of Next Meeting**

17 September 2024 at 1.30 pm at Concord Way.