

**DUKINFIELD MEDICAL PRACTICE PATIENT NETWORK GROUP
MINUTES OF THE MEETING HELD ON 12TH MAY 2026 AT DUKINFIELD MEDICAL
PRACTICE, CONCORD WAY, DUKINFIELD AT 1.30PM**

Marion welcomed new members to the meeting.

Present: Marion Higgins (Chair), Sheila Frith (Secretary), Joyce Jones (Treasurer), Brian Malpas, Charlie Garside, Bhikhu Mistry, Margaret Mason, Ann Wright, Simonne Ellams, Julie Pregnall

Apologies: Vivian Jepkemboi, Kath Radcliffe, Amrit Singh, Roger Acheson

1. Minutes of the last meeting

These were approved and there were no matters arising that were not included on the current agenda.

2. Treasurer's Report and Update on new bank account

Balance brought forward £113.86 made up of £30.63 general funds and underspend, but allocated funds, of Growing Together £83.23. Metro bank closed to avoid paying any more fees and monies. In Treasurer's account until transferring to new bank account. An application has been made to Royal Bank of Scotland for a new account, as agreed by the committee. It is not known yet if that Bank will accept us and there is a wait for this. Five members have to sign and give personal details and documents have already been sent. It looks like two signatories, or possibly three, might be accepted. The charges are ambiguous as yet and if there are any and we are accepted they will have to be found. The Treasurer's Guidelines will need updating.

3. Progress on Patient Feedback Forms

This item will be given a priority standing in the coming weeks. Marion and Julie reported on what they have achieved so far. Julie shared data from previous patient survey which highlighted a small number of areas that the Practice scored lower on compared to other local GP Practices. However, investigations seem to show that some of this could be a misinterpretation and also different systems from which, and how, the data is collected. It is challenging to understand how a lower score in one section can appear to contradict that of a much higher score in an associated one. Nonetheless, it is acknowledged that some of these issues can be investigated further by more specific questioning on a survey form, where information is collected in person, and would hopefully identify the reasons behind the discrepancies.

The previous form has been used as a base/template, but we need to ensure that the new questions are structured to get to the information that we specifically require. At the same time, acknowledging that patients generally don't want to be bogged down by a lengthy process. It was felt that the new form could be ready within the next week or two. Marion and Simonne agreed to spend some time each week in the surgery with patients to complete forms with them. Other people had also been identified previously but were not at this meeting.

It was noted that there were no major issues of concern identified by the previous survey.

Action: Marion, Simonne, Julie

4. Lasting Power of Attorney

Marion explained the background behind why this issue had arisen. There had been questions concerning the need for this, when applied for, to be shared with GPs and other health professionals. There is an item included in the current edition of the DMP newsletter which identifies some basic information and signposting to those considering making an application. When the Health and Welfare LPOA has been registered, the original

document needs to be recorded by the GP in order for Appointees' details and other essential information to be included in the patient's record.

5. Update on Growing Together

Joyce updated the group on progress around the Meadow Lane allotments. The new GT site has been made safer. The rotten decking has been replaced and rails put round using recycled wood. A canopy has been erected with donated polypropylene sheets. Rubbish has been removed and old decking stacked away. The old plant tunnel has been removed and brambles cut down. Boxes have been made from packing cases and filled with compost and four fruit trees planted. The new storage bench is now in position. The floor now has a covering of fir chippings so it is not as muddy. Plants purchased will be available in a couple of weeks ready for positioning, weather permitting, or storing in the allotment's main poly tunnel on the new shelving. The expanded site is coming along nicely due to the volunteers' hard work and Charlie's generosity. Leap's full time worker delegates tasks on their allotment but at present we are still responsible for our two raised beds and they also will be planted up in the coming weeks.

Any patients can visit Leap's site on Thursday afternoon 1pm to 3pm but advance notice is needed to unlock the gates. Leap now seem to want us to be under their management and as Joyce visits their site weekly to look after our interests she has had to sign up as their volunteer. New SENs adults have attended via flyers or word of mouth and Leap charge them £1 per session and it seems this will apply to anyone else attending on Thursdays. At present Joyce is attending both sites but does not intend to do this after this summer.

Brian has already withdrawn from Leap's site.

At the AGM two people expressed interested in the GT activity so may come on board later.

6. New Volunteers

Some of those attending the recent AGM had expressed interest in being involved in various activities. It was felt important that we keep in contact and that where possible we continue to follow it up.

7. Any Other Business

The new format for future newsletters was presented to the meeting and was very well received. There remains 2 pages to be finalised, and it had been agreed that these would be used as an opportunity to promote the activity groups ie their meeting times/venues and photographs. In order to complete, Julie needs material to be presented in a specific manner and she asked that this be sent to her. Staff within the Practice have been identified to put future editions together from templates already made and using material generated by PNG members primarily, but with contributions from the Practice. The scheduled PNG meetings will have a regular agenda item for newsletter contribution/content. Bhik reminded us of an item he had submitted previously on preventing falls which will be a future piece.

Action: All

Joyce asked how long receipts had to be retained for and was advised that it was 7 years.

8. Date of next meeting

Tuesday, 23rd June 2026 at 1pm. Please note change of time as this will allow for those who need to leave the meeting earlier to attend other commitments.

