

COMMUNICARE

MINUTES OF MEETING held at Wansford Surgery on Thursday 5th March 2015

PRESENT: Mrs H Gough (Chairperson), Mrs C Wagstaffe (Sec'y), Mrs W. Spencer (Communications Off'r), Mrs K. Lawes (Practice Manager), + 20 patients

Mrs Gough opened the meeting welcoming those attending.

APOLOGIES: Rev D. Parkes (Vice Chairman) G. Markley (Treasurer) Drs Takhar, Nally, Hume, Baker, Jones, Banner, Mrs Caddick, Mrs Ann Harvey

Mrs Spencer introduced the guest speaker Hannah Longlands, the local co-ordinator from The Stroke Association who gave a concise and informative talk about her own role and the work and support that the local branch offers to stroke victims and their carers. She gave details of a forthcoming event at PCH for 'Stroke Awareness Week' commencing on 11th May and encouraged patients to drop in at the hospital to see the presentation. There was good inter-action with the audience and feedback has been positive, although some concern was expressed relating to the location of patients living in East Northants, where the Association does not operate. Hannah assured patients that if they were being treated within the Borderline area, then every effort would be made to offer support or provide information on other organisations within Northamptonshire. Hannah had provided information leaflets which were distributed and she was warmly thanked for her valuable contribution to the meeting.

1) MINUTES OF LAST MEETING

The minutes of the meeting held on Thurs 8th January 2015 were agreed and signed as a true record – proposed by D.Hellard, seconded by P. Wright – all in favour.

2) MATTERS ARISING

- i) Mrs Lawes informed the meeting that the take-up of the NHS Friends and Family Test had been low, but now that patients are being given the form by doctors and nurses following appointments, the response has improved.
- ii) Due to Dr Nally's absence further information re The PM Challenge was not available – it is hoped that an update can be given at the next meeting.
- iii) Mrs Lawes confirmed that to date e-consultations have not been introduced.

3) TREASURER'S REPORT

Balance brought forward		<u>£4078.26</u>
Income		
HMRC Gift Aid Tax Refund	362.61	
Coffee morning (Feb 2015)	15.60	
Donation Voluntary Drivers	30.00	
Donation Mrs Ann Holland i/m of 'John'	289.00	
Donation Mrs Mavis Double	50.00	<u>747.21</u>
		£4825.47
Expenses		
Subsidy to Xmas Lunch (Transport, Hall Hire, Guest Discount)	156.50	
Donation to Active Aid i/m late John Holland	25.00	<u>181.50</u>
Balance carried forward		<u>£4643.97</u>

Treasurer's Notes:

- i) Mrs Ann Holland has requested that the above donation be spent on Communicare members, eg: day out, Xmas lunch, etc.
- ii) Minutes of last meeting re consumables for D Dimer Kit – I feel this is a revenue running cost of the surgery and therefore is outside of the constitution rules.

This point was discussed but both Mr Hellard and Mr Wright, who had been the main compilers of the constitution, confirmed that to the best of their knowledge and belief, the proposed annual cost could be classed as a 'patient benefit' – thereby falling within the remit of the constitution. It was therefore agreed that the proposed contribution by Communicare should be made as and when required.

4) TRANSPORT REPORT - No report

5) EQUIPMENT PURCHASE – No further items requested

Mrs Lawes confirmed that to date the purchase of a mobile ECG machine for use by the two frontline healthcare assistants, had not been made but she would follow this matter up.

6) BORDERLINE FORUM REPORT

Mrs Spencer was unable to attend the last forum due to sickness and in the absence of the Rev David Parkes who had attended the meeting, there was no first-hand report available. However Mrs Spencer did comment on a matter which was causing the forum some concerns – the viability of local practices. Mrs Lawes confirmed that two small practices in Peterborough had recently amalgamated and Wansford's current number of patients was towards the lower end of recommended levels of viability. Mr Hellard asked if those attending the next forum meeting could ascertain the forum's position in respect of the Stevens report and its implications – Mrs Spencer will raise this on 10/3.

7) ANY OTHER BUSINESS

i) Meeting Frequency : It had been proposed by Mrs Spencer that meetings should in future be held on a quarterly basis, instead of bi-monthly - this would help with her quest to provide suitable speakers. It was agreed that this frequency would be adequate for the business in hand, but should something urgent arise, a special meeting could be convened. Timings should be geared to season – ie December & March at lunchtime with June and September in the early evening.

Proposed: Mrs Wagstaffe Seconded: Mr P Wright - All in favour.

ii) Kings Cliffe Surgery: It was confirmed that the KC Neighbourhood Plan had not yet been adopted by the Parish Council and there seemed to be general discord relating to the future location of the surgery. A previous meeting held in the village was unfortunately not attended by any practice staff. It was therefore agreed that a further meeting to encompass all parties involved would be beneficial – Mrs Wagstaffe will arrange during the next few weeks.

iii) Wansford 'Land Grab' : An attending patient, David Sidgwick, a member of the Yarwell Parish Council, was asked to explain this situation. The Wansford Parish Council had put forward a proposal to change the parish/county boundaries, taking in a portion of 'Yarwell' land which would include the surgery site. To date due to local opposition, this plan had not been taken further. It was agreed, however, that there could be tangible benefits to the surgery being located within Cambridgeshire but it would perhaps be prudent to await further NHS changes, particularly in view of the surgery already being within the Borderline LCG.

iv) NHS Report: Mrs Lawes confirmed that certain sections of the annual report required statistics of Communicare – ie number of members. Mrs Wagstaffe confirmed that under our constitution, all patients were 'members', but for the purpose of the report it would perhaps be prudent to show the total number currently on the emailing list – CW & KL will sort this matter out.

v) New Surgery Telephone System: Mrs Lawes confirmed that the new system had gone live the previous week, but there had been a number of teething problems – considerable effort was being made to eliminate these. One aspect of the new service is a 'call through' speaker in the waiting room, thus enabling doctors and nurses to summon their next patient without the need to leave their rooms.

8) DATE/TIME NEXT MEETING – Wansford Surgery – Thurs 4th June 2015 at 6.30pm.