

# COMMUNICARE

(Wansford & Kings Cliffe Surgery Patient Participation Group – PPG)  
**Minutes of 34th AGM held at Wansford Surgery – Wednesday 3rd September 2014**

**PRESENT** - Heather Gough (Chairperson), Rev David Parkes (Vice-Chairman), Clare Wagstaffe (Secretary), Gilbert Markley (Treasurer), Wendy Spencer (Communications Officer), Dr. A. Takhar, Mrs K. Lawes (Deputy Practice Manager) + 24 patients

**1) APOLOGIES:** Drs R. Nally, N. Hume, C. Jones, Mrs D. Roberts (Practice Manager), Mr & Mrs D. Hellard, Mrs S. Benjamins, Mrs A. Harvey, Mr D. Housden

The meeting commenced with a presentation by two representatives from the Alzheimers Society, Peterborough – Ms Nyarai Maziso, Information Officer and Mr Kevin Bowyer, Branch Manager. Ms Maziso gave details of the structure of their operation, how it is funded by Peterborough City Council and the NHS, and all the various services and support that are offered to both sufferers and carers. The organization deals with all types of dementia and patients can either self refer or be sent by their GPs for assessment to the Memory Clinic. As well as advice and support, the branch also has dementia cafés one at Ferry Meadows where they organize walks, talks by other organisations such as the Carers Trust and Age UK, and various other activities both for men and women's groups including 'Singing for the Brain'. Mr Bowyer informed the meeting about the recent opening of the new Dementia Resource Centre at York Road, Millfield, which has been commissioned by Peterborough City Council for residents in the area suffering with all types of dementia, not just alzheimers. They also run 6-week courses for both patients and carers helping them to adjust and cope with the conditions. He stressed the importance of their byline – 'Hub and Spoke' – the work done at the centre and also their aim to speak about it out in the community. In answer to a query it was confirmed that patients from Wansford living in Northamptonshire could be referred to the centre's Memory Clinic. Both Ms Maziso and Mr Bowyer answered a number of questions from the floor and were then sincerely thanked for their very interesting and informative presentation. (They then left the meeting – along with a number of patients)

## **2) MINUTES OF LAST AGM MEETING – Wed 4th September 2013**

Proposed to be a true record by Rev D. Parkes seconded by Dr L. Caddick.

**3) MATTERS ARISING** – There were no matters arising

## **4) OFFICERS' REPORTS**

The Chairperson and Secretary's reports had been circulated to all those attending and were accepted as read. The Communication Officer's report was read out by Wendy Spencer, giving a brief account of the group's meetings during the preceding year, guest speakers, allocation of funds, events and activities of the social section. She also thanked all editors of village magazines for their assistance in distribution of information to patients, and both surgery staff and fellow officers for help and support.

## **5) TREASURER'S REPORT**

A set of audited accounts were copied and circulated. Gilbert highlighted the main points, in particular the decrease in donations and proceeds from coffee mornings – there had however been less expenditure on the Xmas lunch and a large reduction in funds provided for equipment purchase. The balance carried forward was down by almost a thousand pounds to £2229.46. The value of Charifund units had increased by £350 to £2948.84.

Gilbert thanked the auditor, Mr Geoff Bladen, for his assistance in producing this set of accounts, but noted his disquiet at the low level of funds now available.

Acceptance of the accounts were proposed by Clare Wagstaff, seconded by Brian Andrews and agreed by the meeting.

There followed discussion on ways in which monies could be raised, particularly for a new DVT monitoring machine which the group had already agreed to purchase once the exact cost was known. Dr Takhar then produced the required figures – approximately £1677 and it was proposed by Dr L Caddick, seconded by Mr K Bourne and agreed that this purchase should proceed, if necessary by means of cashing in some of the group's Charifund units. Fund raising ideas will be sought and implemented as soon as possible to replenish funds and where appropriate these will highlight particular needs – ie future replacement of defibrillation machines, etc.

## **6) ELECTION OF OFFICERS**

There were no elections due at this meeting. Clare requested that anyone wishing to join the officers by co-option would be most welcome.

## **7) ANY OTHER BUSINESS**

a) Clare read out a letter received from a patient wishing to express his praise and thanks to the surgery staff for their attention and help in dealing with his and his wife's medical problems. He now volunteers as a transport driver and commended users for their gratitude. David Parkes drew the meeting's attention of the fact that comments such as these can be displayed on the annual patient survey. Dr Takhar expressed his thanks for this feedback which can be a vital element of any future CQC inspection.

b) Dr Takhar gave information about the new practice website which has now been completed, bar a few minor adjustments – [www.wansfordsurgery.co.uk](http://www.wansfordsurgery.co.uk) – this has been launched and will run for a limited time in parallel with the old site ([www.wansford.co.uk](http://www.wansford.co.uk)) The format is one designed specifically for surgeries and gives all necessary and important information, ability to submit various details on line and links to other NHS sites. He encouraged everyone to view the site and acquaint themselves with the enhanced facilities it provides. Updating the site on a regular basis, in particular the PPG section with the latest meeting minutes and reports, will be undertaken by practice staff. Mr Andrews queried whether it allowed patients to seek doctors' advice by email – Dr Takhar confirmed that this is not possible at the current time due to security deficiencies but that it might be possible in the future to include a form which patients could submit to request telephone contact.

c) Clare confirmed that she had on behalf of the group submitted objection to Northants District Council Planning Officer regarding change of vehicular access to the rear of the Kings Cliff surgery. The owner of the property adjoining the side opening had erected gates and then applied for retrospective planning permission which had been granted. There are now questions regarding lack of documentation by the parish council, rights of way, etc. – this is an ongoing matter.

d) A patient raised the matter of relocation of the KC surgery. Dr Takhar confirmed that this was not planned at present, but he was aware of the other possible sites becoming available due to the move of the primary school. David Hellard, who had sent his apologies for absence from the meeting, had confirmed that he will keep the surgery informed on this matter as he is involved with the educational relocations.

e) Clare confirmed that following requests from patients regarding the availability of breast screening at more convenient locations, ie Stamford or Peterborough, instead of Kettering and Corby, Dr Nally had the matter in hand and will report back at a later date.

f) Mrs Vivienne Thorley, in her capacity as a Wansford Parish Councillor, raised the matter of possible boundary changes which would bring the surgery within Wansford. The merits of this were hotly debated by various attendees, although Dr Takhar stated that the practice had succeeded in being included within the NHS Peterborough area, as opposed to Northamptonshire. Mrs Thorley confirmed that the practice had been informed of a forthcoming meeting of the council to discuss the matter.

g) New Car Park – it was confirmed that this is now complete with the exception of the dropping of the outside kerb - the electrical work was in progress – this area will be used for staff cars only, thereby freeing up spaces within the original carpark and outside the rear barn. Mr Andrews requested that new guiding lines should be painted onto the existing parking areas.

h) David Parkes gave a brief account of the current situation with regard to the Older Peoples' & Adult Services which will be placed with a new provider next April, chosen from three bidders next month – Care for Life (NHS/Private), United Care Partnership (NHS) and Virgin Health (Private). He stressed the importance of patient feedback once the new regime is in place.

i) Heather Gough asked whether it would be possible to introduce some form of clinic where patients could attend if they were concerned about skin defects out of their own line of sight. It was suggested that a doctor's talk on this subject might be valuable at a future meeting.

e) Dates of future meetings for 2014/15 agreed:

Thursday 6<sup>th</sup> November 2014

Wednesday 7<sup>th</sup> January 2015

Wednesday 4<sup>th</sup> March 2015

Wednesday 6<sup>th</sup> May 2015

Wednesday 1<sup>st</sup> July 2015

Wednesday 2<sup>nd</sup> September 2015(AGM)

There being no further business, the Chairperson thanked everyone for attending and closed the meeting at 8.30pm

## **11) DATE/TIME OF NEXT COMMUNICARE MEETING**

Thursday 6<sup>th</sup> November at Wansford Surgery – 6.30 p.m.