

**Minutes of the VSG PPG Meeting held on Wednesday 8 May 2024 at 6.30pm
by ZOOM**

Present:

David Williams (Chair), Trevor Ferrigno (Practice), Peter Overmeer, Esther Sadler-Williams, Terri Hull (Minutes)

1. Welcome and Apologies:

David welcomed everyone to the meeting albeit there had been some difficulties with the ZOOM connection and in recording the Meeting. Apologies were received from Janet Foster, Jan Fereday Smith, Suzy Leaman, Caroline Dickinson, Ian Cameron and Ian Waddington. Note: Wendy Bell had tried for 15 minutes to connect and then emailed her apologies.

2. Minutes of 10 April 2024 and Matters Arising:

Accepted. There were no matters arising.

3. Disabled Car Park Markings, Farndon Surgery:

David reported that the disabled car park markings at the Farndon Surgery had been completed and images were shared with those in attendance. This was achieved at a fraction of the cost in employing an external contractor. Thanks were extended to the team of willing volunteers i.e. Jan, Ian Waddington, Trevor and David. The exercise will be replicated at the Tattenhall Surgery and David will keep everyone informed.



4. Newsletter:

Terri reported on possible content regarding upcoming June newsletter – because of commitments, publication will be no later than 12 June 2024. Content evolves but at this point, possible coverage of:

- Disabled Car Park Markings at Farndon Surgery – David to send some copy to Terri, to include strapline '*you spoke we listened*'

- Infographic which Jan had shared with the PPG at the April Meeting and which had been sent to the Rural Alliance by Mr Greenwood. This relates to staff roles and would provide a useful aide memoire regarding Primary Care – Trevor to adjust so that the document is an accurate reflection of our Practice.
- Agreed, that no signposting required in the June Newsletter since the above partially fulfils this requirement (also receives comment in Agenda Item 6)
- Depending on publication date – PPG Awareness Week ends 9 June.
- Pharmacy First Update – the system continues to bed down and agreed to review in 6 months but Trevor to examine the stats to potentially promote how many patients have used the service. Tattenhall Pharmacy is delivering the Spring Covid booster.
- Raising Awareness campaigns – noting that this is the summer edition:
 - Skin Cancer Awareness
 - Gardening Safety
 - Lots of campaigns throughout summer months: Carers' Week/Men's Health Week/Diabetes Awareness/Learning Disabilities Week/Alcohol Awareness Week – will select relative to publication date.
- F&F stats to be included (See Agenda Item 5)

5. Updates/News from the Practice:

- Trevor reported on F&F stats. Upward trend continues and for the month of April, there were 266 returns with 97% of our patients recording a service that was either very good (75%) or good (22%).
Trevor will ensure that the May figures are included for the June Newsletter.
- Trevor confirmed that matters relating to Practice Finance to be discussed with the Partners on 9 May. Ultimately this will be included in the Newsletter content since there will be links, encouraging the patient footprint to write to their local MP.
- Staffing at the Practice reported – Charlotte Reade (Practice Nurse) has now started (? possible input for Newsletter) and, with regret, 1 admin member of staff is leaving the Practice, pursuing a change of career.
- No complaints have been received.

6. Work streams:

David reported on possible future work streams which might be shared in terms of group working:

- Signposting Poster – David to lead
- PPG Health Check – Jan to lead
- NHS Website Audit – a huge task – requires examination and/or proposals

7. AOB:

- Reported that Peter O and Trevor to meet on Friday 10 May to examine Text Messages (format/number etc)
- Blister packs – in that there are risks associated with this (ie some medication might still be contained within a blister pack), then the Practice will not be handling any recycling in this respect.

Next Meeting – Wednesday, 12 June 2024 at 6.30pm in Tattenhall