

## Welton & District Patients' and Doctors' Association

### Draft Minutes of Executive Committee Meeting by Zoom



Date: 12<sup>th</sup> November 2020

Present: David Kitching (DK) (Chairman), Mike Lynch (ML) (Vice-Chairman), Janet Lynch (JL)(Secretary), Janet Goddard (JG) (Transport Coordinator), Jan Sims (JS) (Treasurer), Chris Jackson (CJ) (Events Coordinator), Nadina Prestedge (NP) (Practice Manager), Eunice Wright (EW), Jane Padgett (JP), Irene McCully (IMcC)

1. Apologies for absence: Betty Blower (BB).
2. Minutes of the last Meeting: Agreed to be a correct record.
3. Matters Arising: None
4. Treasurer's Report:

3 donations have been received:  
£75.00 for sale of face masks  
£10.00 from Mr Skeates  
£48.57 from Mr Todd for sale of plants

This brings the balance of the General Account to £15,322.51

JS will send a letter of thanks and a copy of the photos taken by the surgery to the CO-OP

**Action JS**

5. Events Committee Report:

CJ had nothing to report due to Covid 19 restrictions.

6. Transport Coordinator's Report:

Bank                    £5870.65  
Cash in hand    £484.40

#### Income since last meeting

Donations	£89.00
Facebook cash sales	£175.00
Tabletop sales	£1252.30
By cheque - sale of DVD's	£17.72
Sale of mobility scooter	£450.00

#### Expenses since last meeting

Extra raffle ticket printing	£41.00
Drivers July – Sept	£386.67
Thank you gift	£8.00

There currently are 18 drivers available with some are only doing health centre drives. The h/c rota continues to be covered each month thanks to the willingness of drivers to fill the vacant dates.

There are currently 1696 books of raffle tickets issued and £1251 of stubs have been returned, with many more are sold. The following additional prizes have been received since the last meeting: a bottle of pink gin, a 1-month family pass to David Lloyd Leisure, a large tin of biscuits, a footcare voucher, a £20 meat voucher from Lakeside Butchers, chocolates from Waitrose and Tesco have donated a litre bottle of gin, a bottle of Jack Daniels and a telephone. That makes 25 new prizes plus many more already donated for previous events.

Several volunteers braved the weather to sell raffle tickets from a table in the carpark at the weekend flu clinics in September. We sold 122 books although the Saturday patients were far more generous than on Sunday the split being 100/22!

Hospital appointments are increasing and with much less notice, on some occasions less than 24 hours. All requests have been met thanks to the flexibility of several drivers.

#### 7. Practice Manager's Report:

##### PHOTOS

NP emailed photos of the digital camera and the door intercom as discussed previously.

It was agreed to purchase some BP monitors with the remainder of the Co-Op money but the clinical team have yet to confirm their choice of device. It was also agreed to purchase an A frame smaller notice board and/or some external notice boards for the walls outside, however NP has yet to find anything suitable within a reasonable budget but will keep looking.

##### COVID UPDATE

The practice has been advised to keep the doors closed and all patients access the surgery via the intercom system. This still seems to be working well for the majority of patients and is saving the Patient Care Advisors time. AskMyGP is still being used successfully. 60% of patients are registered for use on the system although this doesn't account for those that are registered by proxy to another patient or a carer so the actual number will be greater. The practice receives anywhere between 2800 and 3200 requests per month with some patients having used it over 40 times in the last 5 months. The feedback remains positive – over 95% of patients have left positive feedback and over 97% of patients have said they would recommend us as a practice to a friend/family.

Dispensary are continuing with the 3 x daily collection times. Patients with a query have recently been asked to wait at the back of the queue so not to

hold up the quicker collections. It is appreciated that these 3 collection times may not suit everyone and the practice makes concerted efforts to accommodate those that are genuinely struggling to make the timeslots. There have been some concerns as winter approaches about patients needing to queue in inclement weather The Co-Op have been asked for permission to put up some overhang shelters and a response is awaited. NP may ask the PDA to purchase these before the next meeting. COVID vaccinations - the practice is currently considering options for delivery of the vaccine as part of a wider PCN delivery model. Once details have been confirmed NP will share these with the committee.

#### FIRST CONTACT PHYSIOS (FCP)

As part of the PCN membership, the practice has recruited three first contact physios to work for 3 days per week from the end of November. FCP can help patients with musculoskeletal issues such as back, neck and joint pain by:

- assessing and diagnosing issues
- giving expert advice on how best to manage their conditions
- Referring them onto specialist services if necessary.

Patients with back and joint pain, including conditions such as arthritis, will be able to contact their local physiotherapist via AskMyGP rather than waiting to see a GP or being referred to hospital.

By making it easier for patients to access a physiotherapist, patients will have quicker access to diagnosis and treatment, helping them to manage their conditions more effectively and recover faster, so they can get back to normal life more quickly. They will help GPs to manage their workload more effectively, and reduce the need for onward referrals.

#### DOCTORS

The practice is pleased to announce the arrival in January 2021 of a new Salaried GP. Dr Sarah Culpitt will be working 8 sessions per week (equivalent to 4 days) in the practice and all are looking forward to working with her.

#### 8. AOB:

CJ asked NP who pays for the extra PPE used by the surgery and suggested that the PDA may contribute towards its cost. NP replied that the costs are met by NHS England but thanked the PDA for their support.

Date and time of next meeting:

**Thursday 7<sup>th</sup> January 19.30 pm on Zoom.**

**The meeting ended at 20.03 pm**