

Welton & District Patients' and Doctors' Association

Minutes of Executive Committee Meeting



Date: 3rd March 2022

Present: David Kitching (DK) (Chairman), Janet Goddard (JG) (Transport Coordinator), Jan Sims (JS) (Treasurer), Chris Jackson (CJ) (Events Coordinator), Nadina Prestedge (NP) (Practice Manager), Jane Padgett (JP), Irene McCully (IMcC), Terry Wright (TW).

1. Apologies for absence:

Mike Lynch (ML) (Vice-Chairman), Janet Lynch (JL)(Secretary), Betty Blower (BB), Eunice Wright (EW),

2. Minutes of the last Meeting: Agreed to be a correct record.

3. Matters Arising: NP confirmed that the wheelchairs had been returned from the Vaccination Centre at the Showground.

4. Treasurer's Report:

Opening balance £16825.08

Expenditure

Oct 21 - Dec 21 Drivers expenses	£632.30
Bank charges	£24.93
ECG m/c for Health Centre	£1677.50
TOTAL	£2334.73

Income

eBay sales (ML)	£164.58
Donation from Dunholme friendship group	£250.00
TOTAL	£414.58

Leaving the balance at **£14904.93**

5. Events Committee Report:

The table for the May Fair on 2nd May is booked and paid for. (Jill Brown still had the payment from the 2020 fayre that was cancelled due to Covid.) We have already got fuchsias, geraniums, tomatoes, cosmos, zinnia and marigold growing but if anyone else has green fingers more plants are always welcome! CJ asked if people could let her know if they are going to be available to help so that a schedule can be drawn up so that no-one has to man the stall all day.

The application to the Co-op to be Community Champions for the period June to September 2022 was submitted online on 5th February.

6. Transport Coordinator's Report:

Cash in hand £244.66

Income since last meeting

Donations	£44.00
Facebook cash sales	£76.00
H/c payment for abortive journeys	£27.55

Expenses since last meeting

Packing/paper for FB sales	£3.50
Patient payment overcharge	£9.00
Tea/coffee for lunches	£5.98
Card for tickets	£1.00
Book 2 nd class stamps	£4.20

Following the relaxing of rules re Covid and the transporting of patients, and in line with the practice decision, the transport subcommittee has agreed that we will continue with mask wearing etc. for now. This decision will be reviewed on a regular basis. All drivers have been made aware.

From 1st April the charge to the h/c from Welton and Dunholme is increasing to £3. All drivers are aware of this and new laminated price cards have been issued. Mike Lynch has done a quick calculation based on a number of facts and estimates that this increase will raise around £1000 for PDA funds.

The 2 new drivers, John Harris and Lynne Carter have both been issued with DBS badges and both have patients to transport in the next 2 weeks.

JP is covering transport booking from 14th to 18th March but I will be around for any queries that may arise.

A cheque for £50 was received from a grateful patient which JG has acknowledged and the cheque has been handed to JS to bank.

7. Practice Manager's Report:

UPDATE ON STAFF

Dr Culpitt has now left the Practice. We are still advertising for two new GP's and are currently expanding the use of additional PCN roles to support this.

THANK YOU

Thank you for the purchase of the ECG Machine. This is now up and running and is being used multiple times each day by the clinicians, meaning patients can have their ECG done here instead of being referred to the hospital.

PURCHASE REQUESTS

The nursing staff have asked if the PDA would consider purchasing:

- a chair for carrying out ear syringing. This would be easier and more comfortable for the patient than sitting on a couch / normal chair and would be height adjustable for the nurse to improve access to the ear canal.
- Two new sets of medical weighing scales – we have two sets that have been faulty and subsequently re-calibrated and reset but that have broken again. These scales are quite old now and some new ones would be greatly appreciated. These are used for taking patients' weight measurements for the calculation of their BMI within chronic disease management and also the weight management clinics. They are an essential part of the treatment room kit.
- A second ECG machine – the first one has been used so much that often the Nurses are waiting to swap rooms to use it. It would be beneficial to have a second machine in the new extension so that the Nurses has more availability for appointments. Patients can be seen here much quicker than having to wait for a referral to the hospital.

It was agreed that Nadina would get prices for the chair and the scales and if these were reasonable and in line with what would be expected then she could proceed with the purchase.

For the ECG machine, Nadina will contact the company that the previous one was purchased from to see if a discount can be offered.

Action NP

AOB: CJ asked if the storage shed at the Village Hall could be re felted and repainted. CJ and JG will organise.

Action CJ and JG

Date and time of next meeting:

Thursday 5th May at 7.30 pm, hopefully in the Health Centre.

The meeting ended at 8.05 pm