

## Springbank Patient Group Meeting Minutes

26/11/2024 6.30pm

### Green Hammerton Surgery

Present: P Burrows, J Bannan, A Simister, R Stocks, G Farnworth, L Girardier, Dr R Tatham (practice representative) D Young (practice representative).

**1. Apologies:**

A Warneken, S Orton, R Lister,

**2. Minutes from the last meeting:**

These were agreed.

**3. Matters arising (if not on the agenda):**

**4. Declaration of AOB**

John Phelps.

**5. Practice Communications: AW/LG**

With AW being absent due to ill health, LG gave an update on how the communication is working with information from the practice being sent to RL, who then distributes it through her outlets.

The Practice Website will have a news icon on the front page.

The Facebook page isn't running yet as LG has been focusing on the CPR training session.

A question was raised regarding which email address are to use for AW?

DY asked what else from the groups point of view needs to be on the news page. JB asked if the CPR training could go on it.

LG asked if the surgery would be able to take the CPR training poster down after the 27<sup>th</sup> November as it would be out of date. LG will print another poster off when a date and venue is organised for the next training session.

Targeting future members for the group was also discussed, and hopefully this may prove fruitful once the Facebook page is operational.

**Targeting new members will be an item on the agenda at the next meeting.**

**6. Terms of Reference/Code of Conduct – review/discuss AW**

In AW's absence, JB led the group in a discussion re Terms of Reference/Code of Conduct.

The result was that the original Terms of Reference would stay and the group voted to adopt the new Code of Conduct as drawn up by AW, however, they must be two separate documents.

**7. Are we a PG or a PPG: AW:**

RS said that the Bank Account states that we are a PPG and the group therefore voted that going forward to save any confusion, we would be known as a PPG.

**8. CPR Training: LG/GF**

GF informed us that the next training session was Wednesday 27<sup>th</sup> November in Whixley and there had been a good take up of it.

14 Mannequins are fully operational and the DeFib unit is also in good working condition.

JB is going to take a photo of one of the broken units and send it to BHF for their advice on if repairable or to be disposed of.

Hopefully the next training session will be in January and LG is looking at other venues but these may charge for room hire.

**9. NAPP Update: PB**

PB gave a review of his time working through the NAPP website. There had been an Awards Ceremony for the best groups and an email address for registration, however the link didn't work so he emailed NAPP and is still awaiting for a reply from them. PB went on to ask the Dr's if the Practice uses "Patients know best" to which Dr T said it is for Hospitals, but will look at mentioning it on the newsletter.

PB also spoke about some of the groups having Digital Champions, Dr T said it is still a work in progress as now appointments can be made over the web or by phone.

PB also spoke about what other groups have recommended.

Dr T suggested that in July the group should look at deciding if it's worth renewing the membership.

**10. Financial Update: RS**

RS informed the group that there is currently £2,605.81. This included August's receipts of £93.17 from Green Hammerton book sales and £44.03 from Tockwith.

**11. Practice Bookshelves: AS/RS**

RS is happy continuing to look after Green Hammerton and AS will look after Tockwith as he is now the member who lives in Tockwith. The only issue is who currently has the key for the cash box in Tockwith? AS to liaise with AW on stocking up the bookcase.

**12. AOB as declared and if time:**

The group would like to thank John Phelps for his participation in the group as he has now resigned.

**13. Next meeting: Tuesday 21/01/25**

ENDS