

# Kelsall PPG Meeting

## Thursday 18 August 2022

### held by conference call

## Minutes

**Present :** Caroline Stein (Chair), Alan Bottomley (Vice Chair), Michele Elvin (Secretary), Jen Bottomley, Alan and Ann Parsons, Monica Haworth, Julie Johnson, Dr Claire Baker, Nick Kusznir and Erin Murray.

### 1. Apologies & Minutes

Fiona Smith, Lorraine Hammond, Monica Haworth

Minutes Accepted

### 2. Matters Arising

Julie reported that Nicola the new coordinator was now doing the doing the ARRS Roles organisational chart for staff employed by the RA PCN under this scheme and it should be available shortly. **The item to be kept as a live action.**

**KADRAS article** – Caroline thanked Julie, Alan and Jen for their work on this. Unfortunately, the layout of the final article was poor and KADRAS has apologised for this as it placed a different emphasis on the article. KADRAS wanted to write to apologise to the Medical Centre, but it was agreed that the apology could be dealt with verbally through the meeting and recorded.

As we approach flu clinic season there needs to be an ongoing flow of information on the website. As the move into the new Medical Centre has been delayed to the end October there will be a need to hold flu clinics at Community Centre as before (see below).

### 3. Chair's report

There was no Chair's Report for August.

### 4. Update on the Medical Centre

Claire reported that the delay in moving into new premises creates practical issues for where 3 new staff will be located in the current premises in the interim.

Claire asked for PPG views on a proposed change to the guaranteed length of time to issue repeat prescriptions. It is currently 48 hours but with the additional steps for safety checks, it is proposed to change that to 72 hours. It would apply to repeat prescriptions only. It will not make a difference whether the prescription is collected from the dispensary or the chemist. There was agreement that this was acceptable and the onus is on the patient to allow sufficient time to accommodate this. It was agreed that in addition to this information appearing on the prescription slip, that the PPG will publicise and explain the reason as a positive safety check.

**Action :** PPG to put out agreed message on the website and social media channels.

Julie raised the problem with the carpark adjacent to the current surgery. It will become a restricted carpark allowing no more than 2 hours parking. This provides practical difficulties for the Medical Centre, the vets and the butchers as staff travelling to work by car have no other place to park. There will be 2 permits for full day parking per business but this is insufficient for the Medical Centre. The new arrangements will come into force in September. Julie noted that they already have passes to use the Community Centre car park but with the increase in staff numbers and the reduction of space available in the adjacent car park will not cover the needs of 12-15 staff. It is hoped that some temporary arrangements can be arranged until the Medical Centre is opened.

It was noted that the new Medical Centre has 5 dedicated spaces and an ambulance space. There will also be bicycle stores, allowing some staff to cycle to work which is currently not possible as there is no bicycle lock ups.

## **5. Flu Clinics**

There will be a total of 4 flu clinics on Friday 7 and Friday 14 October and on Saturday 22 and Saturday 29 October at the Kelsall Community Centre. PPG confirmed they will deal with car park marshalling and welcome as in previous years.

Action: PPG to arrange a rota for the 4 days, to put out information on Facebook and on website. Julie to circulate information to be covered in due course.

Covid boosters will not be done by the medical Centre and therefore won't happen at the same time as the flu jab. The Rural Alliance won't be doing Covid clinics apart from Bunbury and Malpas that will run independent clinics.

## **6. Update on Care Community (CC)/PPG Chairs**

There is nothing to update this month. The next RA meeting is on 13 September. If anyone has questions they wish Caroline to raise at that meeting please let her know in advance of the meeting date.

## **7. Wellbeing Hub update**

Claire said while everyone had been working towards an early October entry, Joe thinks that it will be end October.

Caroline reported that the fitout payment to Castlemead had been made and that procurement has now started.

## **8. Any Other Business**

It was confirmed that there is a defibrillator available in the medical centre which would be accessible to the Wellbeing Hub. The surgery would be the first point of call for any medical emergency in the Hub. Claire confirmed there will always be a medical person onsite between the hours of 8.00 a.m. and 6.30 p.m.

Caroline asked whether it would be okay if the medical centre could share their safeguarding policy with the Hub to so we can check with theirs. Claire said that would be fine.

Concern was expressed that the new PCN Manager will be located in Malpas which is the furthest point of the RA from Kelsall. Claire said she was not worried by this as Malpas was acting as an office and administration base for the post and the PCN Manager will be working out of all six practices.

**9. Next Meeting : on 22 September at 5.00 p.m.** via Microsoft Teams. Any apologies to the Secretary, Michele Elvin. The following meeting will be held on **20 October**.

There being no other business the meeting closed at 17.45 p.m.