# William Fisher Medical Centre PPG

# Meeting Minutes

16th November 2016

**In Attendance: Apologies:**

Lynne Pettegree-Blake, Chairman Babs Owers

Philip Davies, Vice Chairman Mary Dover

Mary Davies

John Lynch

Val Stevens

Debbie Morley

Dr Morrison

1. WELCOME TO MEMBERS

Lynne was unavoidable detained and would be arriving late. Phil kindly opened the meeting and welcomed everyone.

2. APOLOGISE FOR ABSENCE

Apologies for absence were received from various members and these were recorded.

3. APPROVAL OF PPG MINUTES FROM 14th SEPTEMBER MEETING

Minutes from the last meeting were approved. There were a couple of small amendments that had already been included in the issued minutes.

4. TREASURERS REPORT

Following a donation to the surgery of £400 toward purchase of chairs for the waiting room, the current balance of the account is £66.10

5. ISSUES ARISING FROM LAST MEETING

* Phlebotomy appointments on line – Debbie reported that at present there was a large demand for phlebotomy appointment resulting in virtually no free appointment for several weeks. Because of this they were unable to release slots to put on line. However, the surgery has just trained up another member of staff to take bloods and the plan is to start increasing the number of phlebotomy sessions available in the New Year at the latest. Once these new sessions are up and running and the availability of appointments is increased, appointment slots will be offered on line.
* Access to patient records on line – the surgery is still looking in to how best offer this service. There are a number of issues that need to be addresses before the surgery feels it can safely offer this service to patients.
* Phil reported that the PPG website is completely up to date.
* Fingerprint test for diabetes – this was discussed at the last meeting but no action taken to date. Debbie to discuss with the doctors.

6. CHAIRS FOR THE WAITING ROOM

Following the donation of £400 to the surgery from the PPG the surgery is looking at various options for purchasing chairs for the waiting room. Hopefully, these will be in place by the time of the next meeting.

7. UPDATE OF MEETING WITH MP

Since the last meeting it has not yet been possible to arrange this meeting. Phil to try and organise before the next meeting

8. PATIENT LIST SIZE UPDATE

Since the last meeting the GP partners have reviewed the practice list size. The list is increasing at a slow but steady rate and if this continues the surgery will soon not be able to cope with the patient numbers.

In response to this the partners have had to take difficult decision that from now on the surgery will have to stick rigidly to its registration policy. This means that any patient who moves outside the practice area will be asked to register with another surgery. Also, the practice is asking patients that are currently registered with the surgery but live a long way outside the practice area to re-register with another surgery. This covers areas such as North Fambridge, Cold Norton and Purleigh.

9. ANY OTHER BUSINESS

* For personal reasons, Lynne said she was unable to continue in the role as chairman and asked if Phil, as deputy chairman would take on the role. Phil agreed.
* A query was raise as to whether there was any further news on the proposed new development at Theadhams Farm. No new news has been received.
* Letting patients know about the PPG donation. It was agreed that it news would be included in the New Year newsletter when we would include pictures of the new seating.

**DATE OF NEXT PPG MEETING: Wednesday 8th February 2017**