**MINUTES OF PPG MEETING MONDAY 19TH SEPT 2016**

**PRESENT:**

Mike Dowling, Melanie Chenoweth, Jonathan McConnell, Sue Lamble, Gemma Sampson, Michael Wreford, Cathy Bowley

1. Minutes of last meeting
2. New salaried GP: Sarah Hadfield started at the beginning of September, replacing Jonathan Blundell, who left at the end of May.
3. Since August we have had a new Community Pharmacist, Kathryn Wisner in post. She is there to oversee prescribing, from a safety point of view, and also to look at reducing our costs. She will be seeing and speaking to patients by telephone to conduct medication reviews, and has already been working with the reception staff doing the prescriptions in order to better their training. We wonder whether we may increase her sessions in the future
4. We are advertising for a new treatment room nurse to help Suzanne and Hilary. We have had 7 applicants and will be interviewing soon
5. Loren is sadly leaving us from reception, and we are advertising for a replacement. We have taken on 2 apprentices under the new scheme, Zoe and Lucy
6. List size continues to grow – currently at 4930
7. This leads onto space issues. We are rapidly running out of space again. Dr Dowling had to give up his room for the last year while we had a trainee Dr, and reception is far too small – this was part of the subject of a patient complaint, that we are not complying with Health and Safety legislation, with too many people in a small space. We have applied for a grant to expand but have heard nothing to date.
8. Flu vaccine clinics to start 24th Sept and 1st October 9-12 – discussed the issues around chemists giving flu jabs “to help out hard pressed GP surgeries”. This is not correct we have over 1000 vaccinations to use up and it will be a huge financial loss if we don’t administer them all.
9. Facebook page ever more popular, lots of positive feedback, and responses to the flu clinics. Gemma suggested we could add a section on how to order repeat medication and access the details on line.
10. AOB:

Jonathan had had some difficulty with his email address not being recognised

Cathy kept us updated with the latest from Neetside, a new Health Trainer, AA was back in town, and also the possibility of a teen shelter between the Com. Centre and the Surgery

Had all received Nigel May’s letter

Next Meeting: Monday 16th January 2017