**Bottisham Medical Practice Patients’ Participation Group**

**Committee Meeting via Zoom 1.30pm 22 March 2023**

**MINUTES**

|  |  |
| --- | --- |
| 1. | **Present on Zoom:** Steve Gilson (Chair), Christopher Welton, Janet Aves, Andrew Hulme, Jenny Langdon.  Apologies: Dr Shackleton, Rowena Pilsworth, Amanda Stearn, Sarah Brown, Carolin Tidbury. Christine Bryant, who wished to resign. |
| 2. | **Minutes Approved and Matters Arising:**  Message on Script re possible new members not yet activated...  Car Service see Item 8.  The raised toilet seat for the accessible toilet has been purchased.  Xray results from Newmarket Hospital are not sent electronically as the system there is different to ours.  Cake Stall – nothing arranged yet. |
| 3. | **Practice Update:**  The dispensary is still working to a 5 day turn around due to staff shortage and difficulty with deliveries of supplies. One dispenser is returning from maternity leave and a new trainee has been appointed to replace staff who have left. If a specific medication is not available then the patient will be given a prescription to take to a pharmacy who keep larger stocks.  There are 3 drivers working 5 days a week to deliver prescriptions, but they may need cover in August, Christopher and Jenny have volunteered to help.  Admin staff are having to work long hours to cover for staff shortages in that department. There are locums working to cover medical staffing.  A new receptionist has been appointed and a new physiotherapist working with us at present.  We have put in our objections to the new care home plans.  Spring covid Boosters we will be engaging with these starting with care homes |
| 4.. | **CAPG/Healthwatch:** Healthwatch Partnership Development Manager, Graham Lewis attended the last meeting at Milton Community Centre, and discussions on where the team now fits in to the new ICS.The name has now been agreed as **Cambridge Area Primary Care Patient Representative Group. CAPCPPG** are currently using Zoom and F2Fmeetings.  Steve produced a newsletter published by another PPG and wondered whether our PPG together with the surgery could produce one. General NHS news is already put on the surgery website. Steve will talk to Rowena as to whether the Practice would consider resuming producing a newsletter as they used to do. PPG already send a news article to the Parish Magazines. |
| 5 | **Treasurer’s Report:** Credit balance of £177.09. |
| 6. | **NAPP:**  We will continue to belong to this as required by the CQC. |
| 7. | **AGM Date:** To be held by Zoom 1pm Wednesday 26 April, when, if he is free, Dr Shackleton will speak. Steve to put poster up in the surgery along with request for nominations to committee posts. The present holders are all willing to continue. |
| 8. | **Car Service:** An advert has gone out asking for volunteer drivers as the first step. If a positive response is received then issues such as age, DBS and insurance will need to be discussed. |
| 9.. | **Publicity, Website and Communication:** Steve to prepare AGM poster. |
| 10.. | **AOB:** No matters raised. |
| 11. | **Future Meetings:** AGM 26 April, 24 May 2023 |