

## **Minutes for the Crich Patient Area Annual General Meeting**

**9<sup>th</sup> October 2024 - 4.15 – 6.15pm**

**Present:** Sam Morgan, Dr Morland, Heather Butt, Bob Clemson, Kate Smith, David Ashton, Steve Wood, Clare De Faye, Heather Livesey, Jane Gadey, Joyce Stevenson - Holloway and Dethick Parish Council on behalf of community

**Apologies:** Phil Richmond, Alan Richmond, Linda Philo and Francis James

### **Agenda**

#### **1. Nominate Chair for AGM**

Agreed Heather Butt act as chair for the meeting

#### **2. Finance**

PPG Accounts- Largest amount of money previously held in the account was donated by Crich Parish Council (£250) and Derbyshire County Council (£500) to put lecterns around the village. Scouts had volunteered to do the work prior to Covid but it had not been undertaken and there are no current plans. Earlier this financial year we contacted both Councils as the money has remained unused for over four years. In the case of the Derbyshire County Council grant we have returned their money to them.

Crich Parish Council agreed to repurpose the money to support training for the defibrillator and one session of training has already been completed.

During this financial year expenditure has been minimal. We have consolidated remaining funds. Largest portion is for communication. If we want to do a newsletter etc we should have funds to do this.

At the previous year end we held money on behalf of Transition Crich, who had no bank account of their own. They now have a bank account, so remaining money has been transferred to them.

The 2023/24 accounts were unanimously approved by the meeting.

Dementia Friends Accounts – Continues to provide weekly yoga classes. Excellent work by Frances applying for grants and donations continues to provide the necessary funding. The account remains solvent, and the classes continue to meet needs of the community.

The 2023/24 accounts were unanimously approved by the meeting.

Thanks, noted to Bob and Frances for managing the accounts.

#### **3. Practice update**

Dr Diaz is retiring at Xmas. New GP has been appointed. One of salaried Drs will become a partner replacing Dr Diaz. New GP will join the Practice in January.

Currently undertaking the flu clinic and have another one this weekend. Bob, Phil and Heather Livesey will support on the 12<sup>th</sup> October.

The check in screen in the Crich surgery reception area has been replaced to help with processing patient check in.

Patients now being contacted to receive the RSV vaccine. This is a respiratory vaccine, similar to shingles. Concentrating on the catch-up cohort. All patients eligible will get an invite and can book via surgery or online booking.

The practice is taking part in a wellbeing workshop in conjunction with Amber Valley Health Ltd/Alfreton, Ripley, Crich and Heanor Primary Care Network. The workshop aims to work to prevent long term health conditions alongside partners to deliver physical health checks, advice and linking patients to local groups. Encouraging patients to take responsibility for their own health. It will take place on the 10<sup>th</sup> of April 2025. The group have been asked to help promote this event.

The Practice were asked if they could send out communications advertising what we as a group do to promote wellbeing. Sam confirmed they could.

The Holloway Parish Council representative advised they feel out on a limb and only get dribs and drabs of information which doesn't seem joined up. Bob confirmed communication with Parishes is important. Holloway Parish will be happy to send out information on their website and in their newsletter. Bob agreed communication has been poor as the CAPG group has until recently been struggling to survive. We welcome anyone else to attend the group.

Question raised about the Primary Care Network. Is it working from the practices point of view? People are seeing allied health professionals rather than a GP as the first point of contact, which can be quicker and better but can be confusing for patients. Education needed to understand that the receptionists will ask for a brief description of problem so they can try and direct the patient to the right person e.g. to counselling/CBT instead of the GP.

Top of the CAPG list of actions is developing better communication for the whole area that uses Crich Medical Practice and keeping patients abreast of new developments and information.

#### 4. Outstanding actions

Action	Update
To review the outcome of this meeting at the next PPG meeting on the 30 <sup>th</sup> of July	Complete
Circulate boundaries	Complete
Name of PPG	Complete
Patient satisfaction survey- to link in with surgery to clarify how to support this later in the year	In progress. Meeting 30.7.24 - Sam to discuss with Dr Morland re how they want us to support them in understanding patients' views. Heather to now link in with Sam re completing this.
Dispensary leaflet - to create a leaflet promoting the dispensaries	Complete and loaded on Facebook page Sam to do more copies for distribution Add to the next standard.

Continue compiling information re services available to people to support their understanding	In progress Good discussion with mental health practice, so can expand on what their role is and expand on the other roles. Not sure how quickly this will be completed hopefully by Xmas and then will have a map showing where people can go, the persons role and how to approach them Anyone else interested in helping please join in.
To identify methods, we can use to communicate information re the PPG in all villages – physical information and social media	In progress
Create a PPG poster and leaflet that can go on display and be circulated	In progress
Information for PPG notice boards in receptions to be compiled and displayed	In progress
Circulate and install PPG banners at Practices	Complete
To hand over the twitter account	Post meeting update. Colin Hoskins contacted. Currently account has no activity and will be difficult to transfer. Close existing account and open a new account should the group feel this would be beneficial.
Rebrand – including literature, social media, logo etc	In progress
To look at the surgery texting patients to signpost them to the PPG web – SM	In progress
Steve to contact Sally who is the distribution person for Crich Standard to understand the areas where this is distributed.	Completed

## 5. PPG name change/rebrand

Logo – Agreed to contact Schools in Practice catchment area to design new logo for Group.

**Action:** Steve to co-ordinate this.

**Action:** Heather to link in with Alan and Linda re rebrand for Facebook

**Action:** Kate to look at an article for standard

**Action:** Bob will look at name change for bank accounts

**Action:** Sam to change Practice website

## 6. Defibrillator placement and support

The defibrillator on the marketplace was arranged and managed by Alan. We provided training on the defibrillator within Crich. Alan has a separate budget for its upkeep. He is in process to handing this over to the CAPG, so we hold the money. Alan will continue to check and arrange replacement of items.

Other defibrillators in the area are:

Fritchely Green, Glebe, fire station, the tramway and the Surgery.

Holloway have an item in parish magazine re their defibs. This may be beneficial to include in the the Standard.

## **7. AOB**

Discussion re communication.

We have submitted a joint article with the practice to Crich Standard. We need to use the Crich Standard and other Parish Council magazines as a form of communication. To do this we will arrange meetings as much as possible a week before the standard submission date to enable us share up to date information.

**Action:** Heather to link in with Linda for future submission dates. Post meeting note Steve has forwarded contact details for Lea, Dethick and Holloway parish magazine.

If we are going to push out information about the group, we will need some words to describe what we are. This will include the boundaries, name change etc.

**Action:** Steve to send original wording used. Post meeting note Steve has forwarded this. Heather and Bob to review and update.

**Action:** Heather Livesey will look at the map and make more detailed. Linda originally developed this poster and people like it, just needs the map more detailed. Discussed doing a newsletter, no set timeframe, just publish when we have something to share. We have a designer who could help with this.

**Action:** David and Bob will do a section on PCN's and this will formulate the newsletter. Also to consider something about future planning from the surgery

## **8. Date for next meeting**

12<sup>th</sup> February 2025 5.15 pm Venue to be confirmed