

**GOSFORTH VALLEY MEDICAL PRACTICE PPG**

Date: **Tuesday February 12th 2019**

Venue: **Gosforth Valley Medical Practice, Dronfield Woodhouse S188UE**

**1. Attendance & Apologies**

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| **Present:**Glyn Jones (Chair)Howard Mills (Minutes)Sarah BoylePat BoyleJohn HutchinsonJean JacksonWendy JonesJenny MillsStuart Tilley (Practice Manager) Dr Rebecca Belfitt (Partner) | **Apologies:**There were no apologies |

1. **Chairman's Welcome and Apologies received**

Glyn Jones welcomed attenders. John Hutchinson was welcomed from Moss Valley and Jean Jackson was welcomed to her first PPG meeting.

1. **Minutes of Previous Meetings**

The minutes of the previous meeting on October 23rd 2018 were accepted as an accurate record.

1. **Matters arising from previous minutes**
2. **Missed Appointments**

Stuart Tilley updated. It was acknowledged that unless there is a significant reduction in the level of DNAs, it would be sensible to review the practice at Gosforth Valley at the next PPG, given the time required to administer arrangements.

**b. Patient Survey**

A Practice Newsletter will be produced 4 times per year, with the first going out in April 2019. A number of issues flagged through the Patient Survey will be highlighted in the first newsletter, including explanation about exactly what at the term ‘Registrar’ means.

**c. Communications Group**

Glyn Jones to reconvene - the meeting will take place on Thursday April 11th at 17.30 (Gosforth Valley), immediately preceding the PPG.

**Action: Glyn Jones**

1. **Practice Update**

Stuart Tilley’s full report is attached. Issues of particular importance are highlighted below:

1. **Staffing**

The recruitment of GP Registrars (particularly 3rd Year Registrars) has improved appointment availability significantly at Gosforth Valley.

**b. Extended Hours Service**

It was noted that the highest level of uptake is from the Valleys Medical Partnership, which is perhaps not surprising as the scheme is managed by The Valleys and is delivered at its 2 sites. Note also the low take up of Bank Holiday sessions. It will be interesting to see if there is a higher take up over Easter.

**5. The Valleys PPGS - Future Arrangements**

Stuart Tilley explained the arrangements since the merger, with site based PPGs running alternating with a joint PPG. Although understandable at the time, in terms of ensuring continuity, two years on, it was agreed that this is no longer a sensible way of doing business. This was discussed at the Moss Valley PPG in January and following discussion at the Gosforth Valley PPG, it was agreed that this item should be on the agenda for the next joint PPG in April, where it will be proposed that we will move forward as one PPG. All present supported this move.

**6. Email Addresses**

Attendees agreed to share email addresses. There are no GDPR issues. Attendees can of course withdraw this consent at any time.

**7. Guest Speakers**

It was agreed that this was an idea worth pursuing periodically. Glyn Jones will discuss with Gavin Williamson (Pharmacist) about attending the June meeting.

**8. Any Other Business**

There were no other matters for discussion

**9. PPG Network**

The next meeting is on Thursday April 18th 2019 at Gosforth Valley (09:30).

**Action: Glyn Jones**

**10. Dates of Future Meetings**

Thursday April 11th 2019 at Gosforth Valley (18:30).

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