1. **Present**: Colin Damarall – Chairperson

Kristy Perkins - Practice Manager

Brian Harding

Rosie Damarall

Sandra Williams

Dr Marc Dodgson - GP partner

Yuen Toh – Clinical Pharmacist and Practice partner

Cathy Hanger

**Apologies**: Janet Harding

Anna Pastuszko has resigned from this group.

1. **Minutes of previous meeting** 07.09.23 agreed as true record.
2. **Matters Arising:** Kristy reported that there are still flu vaccines left following the flu vaccination campaign. Uptake is disappointing in some groups particularly in children.

The RESPECT poster is complete and displayed in the reception area.

1. **Practice Update**

* Dr. Coffey has stood down from his clinical and training role in the practice. He has written a piece in the Winter Newsletter about this decision.
* Introduction of Dr. Marc Dodgson – “I am one of the new partners at Boultham Park Medical Practice. I undertook graduate-entry medical training at the University of Birmingham after completing a Biochemistry degree at the University of Warwick. After some time working as a doctor in a variety of roles, I settled in Lincolnshire where I completed my GP training. I am a member of the Lincolnshire Local Medical Committee. In addition to this, I help deliver medical education to the medical students and I am planning to, once again, involve Boultham Park Medical Practice in research.” *As written in the Winter Newsletter 2023*
* Introduction to Ms. Yuen Toh – “I completed Master of Pharmacy training in the University of Nottingham, Postgraduate and Independent Prescribing with Keele University. I currently hold a few roles:
* Boultham Park Partner
* Joint Clinical for Apex PCN where I focus on population health management and working collaboratively within different organisations in Lincolnshire
* Senior Pharmacist where I lead a team of 12 Pharmacists and Pharmacy Technicians across 4 surgeries
* Co-chair of the Connected Culture Leadership and Network that focuses on Equality, Diversity and Inclusion.

I occasionally teach in universities, International Medical Graduates and other postgraduate courses.

As a pharmacist partner in general practice, I am focusing on ensuring prescribing safety and maintaining clinical governance. I specialise in chronic pain and addictive medications management and I work closely with the clinical team to review and optimise patients’ medication regimens, reduce risks of falls and have expertise in different areas such as dementia, heart failure, depression, anxiety and many more with the aim of improving patient outcomes and enhancing the quality of care provided. Additionally, I see patients with acute as well as chronic problems, assessing their needs, and provide appropriate interventions. I contribute to the overall effectiveness and safety of the healthcare services within the general practice setting.

If you don’t find me doing any of the above, I am usually painting, playing piano or going upside down, practising my handstand.” *As written in Winter Newsletter 2023*

* The members present welcomed these two new partners. A discussion followed about how difficult it is to attract staff into Lincolnshire. This prompted accounts of people experiencing long waits for appointments and often disappointing outcomes. However, one person related a recent good experience of a service. Within three weeks of a visit to GP, referral to Breast Clinic at Lincoln County Hospital person was seen and appropriate outcome.
* GP improvement plan – this 12-week course has been deferred until the end of January.
* PPG member recruitment plan – the practice approached/ messaged 200 people to join the PPG but unfortunately not received any positive responses.
* Keito machine situated in reception – there is a software problem with the machine which will take 12 months to repair. Practice is deciding on best course of action. The machine does need to be integrated with SystmOne.
* The answering message and music has been changed as requested by patients. There is new telephone system coming.
* The group discussed problems which have been noted when making non-urgent appointments. It was decided that Colin will write a simple “How to ….” On the web page. **ACTION: COLIN**
* ICB has made funding available to Primary Care for Winter Funding for Frail people. There is a set of criteria for this funding. Yuen led a discussion for any possible ideas/suggestions to use this for frail people particularly those who are in the mild to moderate group as they are often overlooked. One suggestion is to compile an information/advice pack, focusing on carers including children, facilitated by a nurse. The form and communication method for this pack was discussed.
* Acute respiratory Hub – this is currently based in Gainsborough but will also come to Lincoln in the New Year. At present it is patients with acute respiratory conditions who can be referred by clinicians.

1. **ICB update** – Colin due to attend the next meeting next week.
2. **Any Other Business**

Car Park **–** Sandra raised the fact that people have commented about the “bumpy” car park into the surgery. Kristy is aware of this and explained that this a shared car park with the library. It is wise to approach the area slowly and with care.

Social Care Advice – Cathy outlined a situation which came to her notice about how is a person supported to find social care for a short-term need when they have been advised to contact their GP? Dr Dodgson explained that they would be advised to ring Lincolnshire Adult Social Care. However, around the group it was reported that there is a long waiting time of many weeks for care provision.

All the members present asked Brian to send best wishes to Janet who has health problems.

Happy Christmas wishes exchanged.

**Date of next meeting – Annual General Meeting – 07 .03. 2024**

**18.30 – 20.00**