

Patients' Medical Equipment Fund

Registered Charity No. 517720

The New Springwells Practice

**Minutes of a Meeting of the Trustees AGM of the Springwells Surgery
Medical Equipment Fund, held at The Surgery, Springwells, Billingborough,
Sleaford, Lincolnshire.
6pm on 26th September 2019**

Present: Trustees: G.E. V.C. K.B.
Supporters: R.C. D.E.
G.P's: Dr. J. Parry, Dr. H. Keck.
Surgery Manager: Jane Parry.
Reception Manager: J. Farrell

Apologies: C.E. J.T. M.T. R.H.

- 1) **Apologies for Absence.** There were 4 Apologies.
- 2) **Election of Chairman:** G.E to continue as Chairman for a further year.
- 3) **Minutes of Meeting held on September 20th 2018:** Minutes of The Trustees held on 20th September 2018, were approved by the Trustees & signed by the chairman as a true record.
- 4) **Matters Arising:** There were no matters arising.
- 5) **Accounts for Year Ended 31st July 2019:** Accounts for Year Ended 31st July 2019 having previously been circulated were approved, signed by R. Coupland and D. Eames.
- 6) **Drs. Report - Dr. H. Keck.**

The New Springwells Practice Medical Equipment Fund
AGM/Patient Meeting
26th September 2019

Practice Update

On behalf of the Practice, The Partners would like to thank the Trustees of the Medical Equipment Fund, together with all the helpers, supporters and behind-the-scene workers for their continued dedication and commitment in raising funds, continuing patient awareness and accepting patient donations – we appreciate all your hard work.

Last year the Annual Christmas Coffee morning was held at Rippingale Village Hall – this was very successful with £1800 being raised.

The Co-op can donate 1% of what members spend on Co-op branded products and selected services to a local project and this year re-selected us. We are very grateful to the Co-op for their continued support – I am sure the figures will be given out later.

Practice Improvements: Maintenance has continued over the last year. We had a glass partition put up at Reception; this was due to confidentiality issues. More recently the outside windows and metal doors have been redecorated and due us being proactive towards Health & Safety, the footpath from the carpark to the building has been replaced as some of the bricks were considered a risk to patients.

Changes to Current Staff / New Staff to the Practice:

As you are all aware, Chris Schofield the Practice Manager retired early May. Jane Parry has recently been appointed as her replacement; she already has much Practice experience as she has been here since March 2000 and was the Deputy to Chris. Jayne Farrell is now the Deputy Practice Manager but will also continue with her current role in charge of the Reception.

Dr Diana Nanyumba has joined us for 4 months as a GP Registrar.

Chrissie Holland joined the Practice earlier this year as HCSW with Vicky Courton a welcome new addition to the Dispensary team.

Following the retirement of the Medical Secretary, Maggy – we have Kate Field starting in this position in a couple of weeks.

Awards: As you may be aware, we had previously gained our Dementia Friendly and Carers Awards. In the last couple of months, we have now been presented with our Cancer Carers Award – well done to all staff who contributed.

Jane:

Appointments:

- Urgent Care Clinics continue to be held every weekday morning and afternoon for urgent requests by the Nurse Practitioners
- Pre-bookable appointments with the GPs can be booked up to 4 weeks in advance
- Pre-bookable appointments with the Practice Nurses can be booked up to 6 weeks in advance
- Extended Hours continue to be held on Tuesday evenings 1830 - 2015 with a GP and Practice Nurse; Dispensary is also open.

Extended Access Appointments:

There has been a Grantham area Primary Care Network formed; this is split into 2 sections the Grantham town and Sleaford area – we are part of the Sleaford Primary Care Network which includes SMG, Ancaster, Billingham, Ruskington, Millview and ourselves. With effect from 1st September we now provide additional out of hours provision for pre-bookable appointments. This is on a Friday morning from 0700 – 0800 with 2 Clinicians; currently a GP and Practice Nurse – the Dispensary is not open during these hours. If anyone would like to book one of these appointments, they are opened 2 weeks prior to the appointment date and are 15-minute appointments. The only downside to these is that other Practices within our PCN can book their own patients into these appointments. On the flip side, if you require a pre-booked appointment you can make one at any of the other Practices within our PCN however times of their Extended Access appointments do vary from ours.

The base at Sleaford providing 7-day GP led cover continues.

111:

By the end of November, it is expected that 111 will be able to book an appointment directly in the Practice; this will be based on 1 appointment per 3,000 patients (so we would have 2). We are still waiting for further information.

Influenza Vaccinations & Clinics:

We have recently held one Saturday morning Clinic; the next being held on Saturday 26th October. To book an appointment, please contact Reception. There are other Clinics being held during normal surgery hours and on the Tuesday evenings. This year there are separate vaccinations for children, 65 and under and the Over 65's.

I also would like to thank the trustees and all supporters of the Medical Equipment Fund for your hard work and commitment over the past year.

- 7) **Trust Assets:** There was no change from the previous year therefore no discussion was held.
- 8) **Chairmans' Report:** It was reported that the Co-op are joining the coffee morning, S. Atkinson will be bringing Rippingale Ladies with their fares, C. Espinosa will be bringing The Cranwell Crafty Clan with their assortment of crafts etc. We are also hoping to have representatives from the police, CrimeStoppers who will be giving advice with reference to Scams etc, - How to recognise them and what to do.
- 9) **A.O.B. by Leave of the Chairman:** It was reported we now have 4 suppliers which gives us a much wider scope for best pricing. There was a discussion around funds - Current Funds stand at £11282:00, this last year the Trustees have approved purchases for equipment to the value of £6670.99, Total donations amount to £8762.00.
- 10) **Date of next AGM: THE DATE OF THE NEXT AGM was agreed for THURSDAY 24TH SEPTEMBER 2020.**
- 11) **Date of next Coffee Morning: THE DATE OF THE NEXT COFFEE MORNING was agreed for FRIDAY 4TH DECEMBER 2020.**

Meeting Closed 7pm