**HORSE FAIR PRACTICE GROUP**

**PATIENT REVIEW GROUP MEETING**

**WEDNESDAY 24th January 2018**

1. **PRESENT**

Carl Bennet John Hanaway

Sam Woodberry Dr.Singh

Sue Wyke Gifford Foote

Nikki Ingram John Marston

Pat Winfield

1. **APOLOGIES** Jean Waller
2. **MINUTES OF LAST MEETING**

Minutes of last meeting were passed as correct.

Carl pointed out he was still looking into the Terms of Reference mentioned in these minutes and would report back with information as and when he has it.

1. **PRACTICE NEWS**

The Practice Manager position is now vacant. Dr Singh explained he was advertising immediately.

Dr.Ibrahim retired from the Practice 19.01.2018. The Practice wishes him well in his new ventures. Patients that have previously been registered with him will remain with the Practice and see other GP’s and clinician working with the Practice.

Dr Singh explained they have replaced Dr Ibrhaims 6 sessions with 10 sessions made up from a GP and an Advanced Nurse Practitioner.

Winter Pressures – The CCG have asked Doctors to do extra slots additional to normal appointments to try and help alleviate the pressures on the Hospital. We are offering these sessions across our 3 surgeries.

Mr Marston informed the meeting of his concerns regarding the Private work with regard to the Gun Licences. We outlined our policy and said we would look into it further.

A table of figures regarding December appointments were given out to the group. This showed the amount bookable, DNA’s etc. broke down by clinician.

1. **APPOINTMENT OF NEW SECRETARY**

It was agreed to look at this at the next meeting. This must be sorted at the next meeting as Practice staff shouldn’t be doing this role and time is not allocated.

1. **MEMBER RECRUITMENT**

Sam Woodberry expressed that each member should try and talk to friends and family about the PRG and try and recruit. It was also stated that members were more than welcome to sit in the waiting rooms and increase publicity if they wished.

The next meeting was arranged for:

Wednesday 28th March 2018 – 11.30 am at Hillsprings Surgery. The Practice will inform all members of this date.