



Cobbs Garden Surgery PPG Meeting

DATE: 14th January 2025 18.00

Venue: Cobbs Garden Surgery

AGENDA

<p>1. Welcome and attendees</p>	<p>Tony Lamming, chair, Dee Bethune, Sue Lamming, Linda Wright, Ann Saxton, Sue Grant, Charlotte Quarrie and Kate Wilson</p> <p>In attendance from CGS: Chris Herman and Debbie Murphy</p>
<p>2. Apologies</p>	<p>Hannah Bowden, Marilyn Hubbard, Phil Geach, Jane Brown, Jan Oates</p>
<p>3. Agreement of previous minutes</p>	<p>The minutes were unanimously agreed</p>
<p>4. AGM</p>	<p>AGM to be held Tuesday 10 June at 7pm. Action: DB to book Olney Centre</p>
<p>5. Guest Speaker Spot</p>	<p>N/A</p>
<p>6. Patient Leaflet and bios and expertise areas</p>	<p>KW/HB/DM Update No update at meeting but HB and DM would meet on the following day to discuss format and way forward.</p>
<p>7. DNA's</p>	<p>DM said that the DNA data had been downloaded but the data was possibly skewed by number of DNA's for flu jabs and could take the Flu DNA out. TL said that it would be good to have the update with and without the Flu data.</p>
<p>8. Surgery Updates</p> <ul style="list-style-type: none"> • Complaints • Update Clinical staff 	<p>DM/CH Sub</p> <p>DM reported that the complaint system had been made easier with a direct email and there were no complaints that went to formal complaints.</p> <ol style="list-style-type: none"> 1. A nursing associate is having 19 days training over the next three months 2. Nurse Alex is taking a respiratory course. 3. Bobby is a third through an 18 month training to broaden and upgrade skills to further broaden the scope of the surgery. 4. The care coordinator is developing her skills: one day a week over six months. <p>Clinics and admins</p> <ol style="list-style-type: none"> 1. A nurse will train to be a prescriber in the Autumn. 2. A new receptionist will start in February.



<ul style="list-style-type: none"> • Triage • CGS New Build Project update 	<p>3. Admin staff are being encouraged to train for more multiskilled tasks (e.g. phlebotomy) 4.KH will start as a GP trainer in February.</p> <p>The system is going well and is due for review shortly. Early morning queues are down as are phone calls. Most are using online.</p> <p>CGS is looking to spend some of the S106 money to convert the front side room into 3 clinical spaces. CH was cautiously optimistic about getting funding for the new build but there are still hurdles to cross.</p>
<p>9. Housekeeping</p>	<p>Paper format minutes to be retained by PPG Secretary, All minutes to be put on CGS website. Kate Wilson to put link to site put on PPG Facebook page.</p>
<p>10. Confidential Items</p>	
<p>11. AOB</p>	<p>CH reported on a successful meeting with Peak Pharmacy, and it is hoped to mutually improve services. Pages of the new leaflet to go on the PPG noticeboard when agreed. Timing and format of a Patient Survey to be on the agenda for the next meeting. Monty to be invited to next meeting.</p>
<p>12. Date and Time of next meeting</p>	<p>11 March 2025 6pm</p>