

St Elizabeth Medical Centre - Patient Participation Group

Meeting Minutes

Date & time:	10 th September 2024, 18:30			
Place:	St Elizabeth Medical Centre (SEMC)			
Attendees:		Present	Apologies	Absent
SEMC	Mrs Elizabeth Morton (EM) — Practice Manager & Facilitator	x		
Patients	Mrs Rehana Beg (RB)	x		
	Mrs Angela Bowness (AB)	x		
	Mr John Bowness (JB) — Vice-Chair	x		
	Mr Ahmad Khwaja (AK)		x	
	Mr Jamie Lake (JL) — Secretary	x		
	Ms Julie Paynter (JP)	x		
	Mr John Shroff (JS) — Chair		x	
	Mr Ian Walker (IW)	x		
	Mrs Vanessa Walker (VW)	x		
Voting quorum present?	Yes			

Agenda & Minutes

1. Actions progress.

- 1.1. **Social Prescriber** could not attend, so this will be rescheduled for later in the year.
- 1.2. The **Virtual Group** waiting list will be contacted by **EM** after the Evington surgery business has been concluded.

2. Update from the Practice.

- 2.1. There are difficulties in getting someone to clear and maintain the **drainage system**. Significant rainy conditions are causing damp in the two end rooms and efforts are in place to dehumidify these.
- 2.2. The **consultation** on Evington surgery finished on the 10th of September. A report will be sent to the Integrated Care Board (ICB) and the closure of the surgery is expected to be late November, early December.
- 2.3. **Downing Drive surgery** are currently evaluating their catchment area and accepting patients from Evington.
- 2.4. The practice is still recruiting for a **pharmacist**. It is proving challenging.

3. Any other Business.

- 3.1. **Willows Health surgery**, at 1 Evington Lane, are accepting patients. This can support patients that are registered with Evington surgery.

- 3.2. Work is being done to produce a work-plan for **preventative maintenance** of the surgery.
Preventative maintenance aims to keep things maintained in a timely manner, so that they do not become bigger and more expensive issues later.
- 3.3. **Medicine reviews** are to be organised over the next 12 months once all patients from the Evington surgery have been reallocated.
- 3.4. **Flu jabs** will be rolled out from October.

4. Action List.

From	Action	Who	By the
1.2	Virtual group contact	EM	See 1.2

5. Agenda for next meeting.

- 5.1. Review progress on actions.
- 5.2. Update from the practice.
- 5.3. Any other Business.

6. Next meeting: 18:30 to 19:30 on the 8th of October 2024

Minutes submitted by: Jamie Lake, 12th September 2024