

Kingsbury Court Surgery

Part of Kings Gate Group

Minutes

Meeting:	PG Meeting				
Date:	Tuesday 17th September 2024	Start:	18:30	End:	19:30
Present:	DB JB JP CM GB MB IR				
Apologies:	TG MW SG RT				

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Ref	Points Discussed	Notes	Action
1	Introduction and apologies from non-attendees	Apologies received before meeting date via email and WhatsApp Group which confirms good correspondence between members – thank you	Keep communication channels as they are
2	Revised Terms of Reference (TOR) on Website	At the time of the meeting the TOR, nor previous meeting minutes were published on the Surgery Website	JP will chase this up with RN
3	RSV Vaccine details of vaccine	JP explained what the RSV vaccination is and confirmed eligibility criteria for patients to have this administered – age 75 to 79 years	Continue to confirm new vaccination criteria either in meeting or via group email if required
4	Covid vaccinations Flu and Pneumonia Vaccinations	Dates for our Saturday Clinics for Flu and Covid are 5 th 12 th 19 th and 26 th October 2024 The Clinic on 5 th Oct will be 8:30 – 4pm other Clinics will be 8:30 till mid-day (Times will be confirmed nearer the date) JP confirmed Flu Vaccination available during normal Surgery Opening Times from the 3 rd October 2024	IR offered to assist on 5 th Oct and DB will assist on 12 th and 19 th – Thank you for your support
5	Chair to Feedback on Health and Wellness Session	DB fed back to the Group that the Health and Wellness Meeting he attended on behalf of the PG Group, hosted by KCS EG and Kirby Practices was extremely informative. Topics such as Prostate were discussed in detail. Outside Agencies were also invited to present and promote their services. Attendance was 180 patients. DB gave out leaflets informing patients of our PG in the hope of new members coming forward	More of these events to be planned and PG Members will be invited to attend Ongoing incentives being looked at to gain new members for all Surgeries
6	Social Gathering for Christmas	It was agreed that we could have our meeting as normal on Tuesday 3 rd December but cut it short and then have a social gathering at Eastgate where we could bring in food etc	DB will confirm this on our WhatsApp group nearer the time

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7	Saturday Appointments	The Saturday Clinics continue to be very popular with patients. We have a GP Clinic am and Physician Associates from 9am through to 4pm	Continue to prebook these Clinics to full capacity
8	Discuss display board/promotion of PG Group	<p>We discussed having Posters up in the Surgery again.</p> <p>It was suggested that we could display average time-waiting on calls to be answered as this has improved greatly</p>	JP will enquire if RN can research for quality posters to be displayed in Main Reception to promote the PG group in the hope of new members coming forward. It was agreed that the only name displayed with be the Chair, with contact via the Surgery
9	Other Business	Feedback received regarding DESMOND (Diabetes Education and Self-Management for Ongoing and Newly Diagnosed) was beneficial for Diabetic Patients and that the day course was engaging, giving advice for self-management of the condition	
	Next Meeting	Tuesday 3 rd December from 6:30 ONWARDS	