

**Swanage Medical Practice Patient Participation Group**  
**Minutes of Virtual Meeting held on 19 January 2021 at 6:30pm**

**Present**

Margaret Broadhurst, Chair (MB)  
 Karen Wright, Treasurer (KW)  
 Gill Calvin-Thomas (GC-T)  
 Nicky Fitchett (NF)  
 Wendy Hammersley (WH)  
 Ruth Jordan (RJ)  
 Jan Owens (JO)

Gill Foott, PPG Support Officer, NHS Dorset Clinical Commissioning Group (GF)

Kim Gallagher, Chair of Swanage Town and Community Partnership and Secretary of Swanage and Purbeck Development Trust (she left the meeting after giving her presentation)

		Action
1.	<p><b>Welcome and introductions</b></p> <p>Margaret welcomed everyone to the meeting, including Kim Gallagher and Gill Foott.</p>	
2.	<p><b>Apologies</b></p> <p>Apologies were received from: Sally Fazekas (SF), Tim Mersey (TM), Sandra Rhead (SR), Natasha Ritchie, Practice Manager (NR) and Dr Kiran Qureshi, GP (KQ).</p>	
3.	<p><b>Presentation about new Wellbeing Group for Swanage</b></p> <p><b>Kim Gallagher, Chair of Swanage Town and Community Partnership and Secretary of Swanage and Purbeck Development Trust</b></p> <p>Margaret welcomed Kim to the meeting and reminded everyone that, at the previous PPG meeting, Jan had updated us about the new Wellbeing Group for Swanage and plans to implement the Frome Model in Swanage (see Minutes of previous meeting).</p> <p>Kim explained that the Swanage Town and Community Partnership had been set up in 2007, when Swanage was part of the Coastal and Market Towns Initiative. In 2013, the Swanage and Purbeck Development Trust was set up to enable gaps in services to be addressed. The Trust is currently supporting 18 projects, most of which are too small to become charities in their own right - for example, by organising insurance.</p> <p>In 2016, Dorset County Council announced the closure of all its youth clubs and the building used by the Swanage Youth Club was offered to the community. With the support of Swanage Town Council, the running of the building was taken over by the Swanage and Purbeck Development Trust to provide a sustainable resource for the local community. The freehold was transferred to the Trust and, after internal refurbishment, The Centre opened and now provides wrap-around childcare for children aged 0-11 years, as well as a rejuvenated Youth Club. The building also provides a community space used by other organisations.</p> <p>Discussions are now well advanced with Dorset Council regarding the possibility of developing a Wellbeing Hub in one of the Council-owned buildings adjacent The Centre, if they become available. The hope is that it will be possible to provide a space from which a wide range of services can be delivered to enable people in Swanage to thrive - including a Community Café, as in the Frome Model. The focus in</p>	

	<p>particular will be to provide support for people with mental health problems and those experiencing isolation, as well providing support to children and families. Nicky confirmed that this proposal was also in line with plans to develop mental health hubs across Dorset as part of the Mental Health Integrated Community Care Project, currently underway (work being led by NHS Dorset CCG).</p> <p>This project is being overseen by the Wellbeing Group, which includes representatives from a wide range of local organisations, and has agreed the following priorities:</p> <ol style="list-style-type: none"> <li>1. Mapping of local services</li> <li>2. Establishing a network of connectors</li> <li>3. Identifying a Community space</li> <li>4. Working with health colleagues to develop a service directory.</li> </ol> <p>The plan is to set up a directory of local community and voluntary organisations, which can be used by both professionals and local people. Discussions had previously taken place with Cheryl Lewis (previous Business Manager for the Purbeck Primary Care Network) about the possibility of using the website template / database, originally developed for the Frome Model, which had been purchased for the Purbeck Primary Care Network (PCN) in 2019. Unfortunately, the Pandemic had then intervened and Cheryl had retired.</p> <p>As agreed at the previous PPG meeting, Kate Stancel-Lewis, Social Prescribing Link Worker, had met with Kim, Jan Owens and Nicola Fitchett in December. Kate had agreed to find out more about the website template purchased by the Purbeck PCN, but had not been able to do so before leaving her post at the beginning of January.</p> <p>Margaret reported that she had spoken to Kate's successor, Simon Thompson, the previous week - as he was so new in post he had not felt it was appropriate for him to attend this meeting (he will be attending our next meeting), but he had agreed to take forward the actions previously agreed by Kate. Margaret agreed to update him on Kim's presentation. [A meeting has now been arranged between Kim and Simon].</p> <p>Kim also drew everyone's attention to the newsletters, now being produced each month by the Swanage Area Forum and the Swanage and Purbeck Development Trust, which include a Wellbeing section.</p> <p>Margaret thanked Kim for attending the meeting.</p>	MB
4.	<p><b>COVID-19 Pandemic</b></p> <p><b>4.1 Current situation in Swanage and local response</b></p> <p>Margaret drew everyone's attention to the latest update from Dr Clark, Senior Partner, a copy of which is available on the Practice website, and to the written update provided by Natasha (circulated to PPG members ahead of the meeting).</p> <p>COVID-19 infection rates were still high in Dorset and, in the 7 day period up to 13 January, 42 people had tested positive for COVID-19 in Swanage. As at 8:00am on 19 January, there were 549 patients in NHS beds in Dorset and 100 people had died from COVID-19 in Dorset hospitals in the previous 14 days.</p> <p>The telephone triage model is still in operation at the Practice - this is set to stay in place for the foreseeable future. The Practice continues to encourage patients to use eConsult. The front door remains locked, with access only granted after patients have been asked screening questions.</p>	

	<p>The Practice Nurses are continuing to do asthma and COPD reviews by telephone. All other treatment functions are operating as normal, although at reduced levels due to the need to maintain social distancing in the waiting room and to undertake cleaning between patients.</p> <p><b>4.2 COVID-19 Vaccination Programme</b></p> <p>Natasha had provided a written update ahead of the meeting.</p> <p>The first three Vaccination Clinics in Purbeck had been held at Wareham Hospital on 14-16 January. The six Practices in the Purbeck PCN are following the National model. Very little notice is given between notification of vaccine delivery dates and the dates of the actual clinics - for the first three clinics, Practice staff had four working days to arrange 970 appointments. Further vaccine deliveries were expected on 18 and 22 January, with clinics planned for 19-21 and 23-25 January. By 14 January, all patients aged 80+ registered with Purbeck practices had been invited to attend for a vaccination, either by letter or by phone. Care Home residents were due to be vaccinated by 24 January. Housebound patients would be vaccinated when the PCN receives supplies of the Oxford AZ vaccine.</p> <p>As turnaround times are so tight, Swanage Medical Practice has opted to write to patients with their pre-booked appointment date and time, asking patients to only contact the Surgery if they are physically unable to leave their home or if they wish to decline. The message has to be that patients cannot change their appointment times. The Practice realises this short notice may worry some patients, but is asking family, friends and the local community to support elderly patients, so we can ensure our most vulnerable residents are vaccinated. Natasha asked PPG members to help communicate this message.</p> <p>The Practice realises that Wareham Hospital is not ideal for this age group, but the initial vaccination delivery has to be at a site that meets specified criteria - and Wareham Hospital is also central for all six Purbeck practices. The invitation letter includes information about organisations offering transport to Wareham Hospital. Two local taxi companies have also offered a 25% reduction on journeys to Wareham Hospital, including waiting time - but family and friends will also need to get involved to help patients get to their appointments.</p>	
5.	<p><b>Update from Gill Foott, PPG Support Officer, NHS Dorset CCG</b></p> <p>Gill reported that the Communications Team at the CCG are working with a large number of local organisations and community groups to disseminate messages about the Vaccination Programme.</p> <p>She also reminded PPG members about the upcoming webinars about eConsult, scheduled for 25 January and 4 February, and encouraged everyone to register.</p>	
6.	<p><b>Minutes of meeting held on 17 November 2020</b></p> <p>The Minutes of the meeting held on 17 November 2020 were approved.</p>	
7.	<p><b>Matters arising not covered elsewhere on Agenda</b></p> <p><b>7.1 Social Prescribing in Swanage and Purbeck</b></p> <p>It was noted that Simon Thompson, Social Prescribing Link Worker, had recently started working in Purbeck and would be attending the next meeting.</p>	

	<p><b>7.2 2020 Flu Immunisation Programme</b></p> <p>People aged 50-64 had been invited for their Flu jabs in December.</p> <p><b>7.3 Proposed “Health Hub” and Health Awareness Event</b></p> <p>These proposed initiatives are still on hold.</p> <p><b>7.4 Swanage Paramedic Car</b></p> <p>Margaret drew everybody’s attention to the letter she had sent to Tim Goodson, Chief Officer at NHS Dorset CCG, on 2 December 2020 and his reply back to her, dated 14 December 2020 (both attached). It was noted that, in his letter, Tim Goodson had made the following commitments:</p> <p>“We would very much like to work with patients and members of the Purbeck community over the coming weeks to fully understand their needs and requirements and to also ensure the appropriate model of care is in place. The car will remain in operation whilst these discussions continue to take place.”</p> <p>Gill Foott confirmed that it was still the plan to consult with interested parties and that a list of relevant organisations was being drawn up - although the recent surge in COVID-19 cases in Dorset had delayed this exercise somewhat.</p>							
8.	<p><b>Treasurer’s Report</b></p> <p>Karen reported that there was £522.85 in the PPG’s Bank Account and £67.83 in petty cash - giving a total of £590.68.</p>							
9.	<p><b>Surgery Report</b></p> <p>Natasha had provided a written update ahead of the meeting.</p> <p>The Practice has recruited a GP Partner - he will be joining the Practice on 22 March and will be working six sessions a week. Everyone agreed that this was great news. The new Advanced Nurse Practitioner will also be starting in early February.</p>							
10.	<p><b>Feedback from meetings and events attended by PPG members</b></p> <p><b>10.1 Purbeck PPG Chairs Meeting held on 17 December 2020</b></p> <p>Margaret drew everyone’s attention to the draft minutes of the meeting, which had been circulated with the Agenda.</p> <p><b>10.2 Other meetings attended by PPG members</b></p> <p>None.</p>							
11.	<p><b>Speakers at future meetings</b></p> <p>It was noted that Simon Thompson would be attending the next meeting.</p>							
12.	<p><b>Any other urgent business</b></p> <p>None.</p>							
13.	<p><b>Dates of future meetings:</b></p> <table style="width: 100%; border: none;"> <tr> <td style="width: 33%;">16 March 2021</td> <td style="width: 33%;">20 July 2021</td> <td style="width: 33%;">16 November 2021</td> </tr> <tr> <td>18 May 2021</td> <td>21 September 2021</td> <td></td> </tr> </table>	16 March 2021	20 July 2021	16 November 2021	18 May 2021	21 September 2021		
16 March 2021	20 July 2021	16 November 2021						
18 May 2021	21 September 2021							

*Margaret Broadhurst, Chair*