

MINUTES OF FoLS MEETING

Friday 5th April 2019, 12 noon

Present: James Turner (Chair), Sarah Poyntz Wright, Charlotte Norris, Kate Derrick, Patricia Martin (from 12.54), John Rix, David Robins (from 12.40), Jenny Rule, Mervyn Winslade

Apologies: Pauline Saunders, David for expected lateness

1. Welcome and Management Structure Charlotte was welcomed as the new Operations Manager (previously Reception Manager), whose brief will include Sarah's previous role with FoLS as part of running the day to day side of the practice. Sarah is now Business Manager, including Human Resources, and Jules is the Lead Receptionist. Shirley Nicholas has resigned from the committee after many years' service and a thank-you card was circulated at the meeting.
2. The minutes of the 18th January meeting were approved.
Arising: Item 2 – John is now a signatory for the bank account.
Item 5(b) The Carer's notice board is up but awaiting brochure holders.
Item 8(b) John reported on the Good Neighbours Scheme, henceforth to be called 'Langport Cares'. A summary of the further meeting he went to on 4/2/19 was circulated to the committee on 24/2/19.
Item 8(e) James has contacted Martock re a Virtual PPG
3. Treasurer's Report £1400 is in the General account. Lucky Numbers has 179 registered yielding £94 a month profit at present. Late registering subscriptions roll over to next year. The March Lucky Numbers draw was done.
4. Feedback from Constitutional Objectives (pro forma issued with the Minutes of the last meeting)
 - (a) PPG Chairs' Feedback: James will forward the Weekly Bulletins to the committee.
 - (b) Finance: The Lucky Numbers scheme puts us in a strong position.
 - (c) There was some discussion on newsletters and whether we need to produce one with no firm conclusion.
5. News from the Practice New money is available to Primary Care Networks for such purposes as Mental Health, Health Coaches, supporting pharmacies, enabling more home visits etc. We have a GPs meeting on Thursday 2nd May to discuss what services to provide (no patient appointments whilst this is on). Requests for funding for specific projects to be received by the CCG by mid May.
'E Consult' due to be on-line at our practice in May. We will have a demonstration at our next meeting and a person will be dedicated to this role in the future.
6. Creating Health Roadshow This was postponed from 1st Feb this year because of snow. There were 70 places booked. It is now scheduled for Friday 7th June. Fortunately there was no cancellation charge for the hall nor any food charges.
7. AOB
 - a. The Chairman requested that future items for AOB should be in the hands of the Secretary a week before meetings.
 - b. Discussion on meeting times: Kate and Jenny would prefer meeting at 2.30pm.
8. Next meeting: Thursday 9th May at 2.30pm.