



**The Tutbury Practice Patient Forum Minutes of the Meeting
Wednesday 13th September 2023 between 2pm and 4pm.
Meeting held at Tutbury Village Hall**

Present.

Patient Representation: JG Chair, SAR Vice-Chair, JB Secretary, DM, ED, JJ, SH, AG
MB, MM, AM, ASS

Practice Representation: RB Practice Manager

Guest: JN, Dove River Patient

Guest Speaker: Amy Woodward, Community Connection Coordinator-
Midlands and East England RNIB

1. Introduction and Welcome.

The meeting was opened by the Chair, JG, welcoming everybody present, especially our guest speaker AW and guest JN from Dove River.

2. Apologies

NFS, CH, BW, RR

3. Approval of the Minutes from the Meeting held on 12th July 2023.

There were no issues raised on the Minutes. JJ proposed approval which was seconded by ED. The Minutes were accepted by the Chair, JG, as being a true record of the proceedings.

4. Action Log Update.

There were several actions from the last meeting.
The following updates were given.

(i). Defibrillators

As the defibrillators are for the whole community it had been proposed in an earlier meeting that the inspection and reporting be passed onto another organisation, with the Tutbury Parish Council being asked if they would take on this work going forward.

Update: This had been discussed at the Parish Council and the Secretary, JB, will be attending the Council meeting on 18th September to discuss what is involved and give a presentation. This action will remain open until this has taken place.

(ii). Prostate Awareness Evening.

It had been proposed in January that we would consider holding a prostate awareness evening later in the year. The Secretary, JB, indicated he had spoken to the prostate support group, and they would be happy to come and give a talk, approx.

30mins. Unfortunately, the person who carries out inspections and was responsible for the events at Burton Albion has recently left her post and moved to Peterborough. Currently, there is no replacement in post. It was agreed to make further enquiries before taking this further.

Update: The Secretary, JB, will discuss what was involved with his colleague at Trent Meadows PPG who had held a successful event prior to COVID

(iii). External Notice Board

No further progress has been made at this stage.

In the past discussions had started regarding having an external noticeboard outside the health centre which could be used by both Dove River and Tutbury Practices and their PPGs. The Secretary, JB, had made some enquiries and informed those present on the range of costs involved. It was agreed to have on the agenda for the next meeting and involve both Practices and possibly the Parish Council regarding assistance towards the costs.

In principle, both Dove and Tutbury surgeries had agreed to pay towards the costs. Add both Patient Groups and it would mean the costs would be split 4 ways. As the notice board will be on NHS Property and giving information from both surgeries and their patient groups it was agreed not to involve the Parish Council regarding funding. It was agreed that the Secretary, JB, will obtain further quotes and will put to all parties and then a decision can be made.

Update: The initial costs for a double sized notice board was averaging £2000-£2500. The topic had been discussed with Dove River. The initial principle of splitting the costs 4 ways was no longer of interest to Dove River. It was agreed by those present that further costs would be looked out for a notice board for just Tutbury Practice and Tutbury Patient Forum. The costs and decision to be made at the November meeting.

(iv). Trent and Dove Coffee Morning

On Thursday 20th July between 10am and 1.30pm Trent and Dove were at the Tutbury Village Hall with free coffee and cake and the chance to catch up with the local housing officer.

In addition, there were stands and information from:

- Tutbury Practice Patient Forum
 - East Staffordshire and Surrounds Diabetes UK Patient Network
 - Staffordshire Fire
 - Chance to chat with staff from the Tutbury Practice and your local Social Prescriber.
- Trent and Dove also gave away free cupboard items which were available to everyone.

Update: It was a successful morning with over 100 free coffees given out.

Thanks to the help from Zoe, Tutbury Practice, all patients had received a text message and there was a lot of interest/discussions with Trent and Dove, and the exhibitors.

A further event will be planned for September.

(v). Mild Frailty Project

At the last meeting the Secretary, JB, informed the members about a pilot project on mild frailty in Staffordshire. He sits on the project team as a patient representative. Information hand been sent out regarding the work and the members will be asked for feedback.

Update: As this is on the agenda an update will be given at that time.

5. Presentation from Amy Woodward, Community Connection Coordinator- Midlands and East England RNIB

AW thanked the members for the invitation on the service provided the RNIB.

AW gave information regarding her role within the RNIB which covers the Staffordshire and Shropshire areas.

A slide presentation was given, and the slides are shown below:



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See differently

Amy Woodward
RNIB
Community Connection Coordinator

Leading causes of sight loss in the UK

R N I B

See differently

Five most significant causes of sight loss in adults:

- **Uncorrected refractive error**
- **Age-related Macular Degeneration**
- **Cataracts**
- **Glaucoma**
- **Diabetic Retinopathy**

Leading causes of sight loss in the UK

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Age-related Macular Degeneration (AMD)



Leading causes of sight loss in the UK

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See differently

Cataracts





Leading causes of sight loss in the UK

Glaucoma

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See differently



Leading causes of sight loss in the UK

Diabetic Retinopathy

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RNIB Services

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- **Sight Loss Advice Service**
 - Eye Conditions, emotional support, registering your sight loss, employment, welfare benefits, leisure, technology
- **RNIB Living Well with Sight Loss Courses**
- **Accessible reading materials (i.e. Talking Books, RNIB Library, RNIB Bookshare, personal transcription)**
- **RNIB Connect Radio (Freeview 730)**
- **RNIB Online Shop**

Everyday living products

R N I B

See differently





Questions?

Questions

- How many people within the UK have sight problems?

Currently there are approximately 2,000,000 people but by 2050 it is estimated that this will double.

- Detached Retina, what are the signs?

Flashing lights, headaches and migraine heavy floaters in the eyes are some of the signs. In these situations, a quick hospital medical response is needed.

- How does someone contact the service?

The Helpline Number is 03031239999 and gives access to all services.

The RNIB also have an emotional support service. This is especially required when patients receive devastating news about their eyesight, e.g., to be registered blind so can no longer drive. The service gives 8 sessions of counselling and covers advice on such as-

Registration for sight loss assistance, employment mediation, leisure groups, peer support groups, technology support. There are also talk shows where all the presenters have sight loss issues.

- Are the RNIB involved in the training of Guide Dogs?

No, but they work with the organisation that provides guide dogs.

The Vice-Chair, SAR, thanked AW for a very informative presentation and the members showed their appreciation in the normal manner.

There followed a presentation to AW by the Secretary, JB. This was for a cheque for £100 to the RNIB. This was from the monies raised at one of the quiz nights that the Forum run. AW thanked everyone for their kindness and gave an indication of how the money can be used by the service.

6. My Health, My Way Project.

The Secretary, JB, gave a detailed update on the My Health, My Way project. He currently sits on the group as the patient representative. Following the last Forum meeting in July JB had sent out details on what the project entailed and requested feedback. Some feedback had been received and the topic had been discussed recently at the latest District meeting.

After the update there was a full discussion with everyone present at the Forum meeting. All the views, comments, and concerns were noted by JB.

These will be added to those from the district members and other sources and a report sent to the project group. Clarification will also be sought regarding what must be declared on holiday insurance regarding a person being flagged as having mild frailty on their medical record.

7. Practice Update. Given by Rachael Brown

Before RB gave the surgery update there was a presentation to her. As recorded in the July minutes on Friday the 8th of September, Rachael had left the surgery to take up her new position as a full time Research Manager for the East Staffordshire Primary Care Network. Rachael had been with the surgery 22 years. The surgery couldn't begin to explain how devastated they were to lose Rachael, but they were so proud to have had her running the Practice and will forever be part of The Tutbury family. The Forum was also sorry to hear that Rachael had left. She had been a fantastic link between the Practice and the Forum and will be sadly missed. Rachel was presented with gifts from the Forum and a card that contained individual comments and best wishes.

Rachael thanked everyone for their kind comments and best wishes and promised, if invited, she would come to future meetings to give updates on what research work was being undertaken within the area.

RB then gave the following Practice Update.

- **Staff**

New Starter – Clare Camwell started with us in August as new receptionist and has been a welcome addition to the team. Also, Kate has joined us from the Peoples Hub to carry out reception tasks and support. Kate is currently studying Health & Social Care at Derby

University however will continue to provide cover on some days at the practice. Working at the Practice will assist her in her studies.

Dr Ife has now joined the Practice as a new salaried GP after completing his training with us as a GP Registrar, he is a great addition to the team.

Dr Ambrose has adjusted her clinical week for the next few months. Hull York University need her for 4 days a week over the next few months, but she will continue the work she is undertaking visiting the care Homes we cover.

- **COVID and Flu**

The vaccination centre has now sent text message to all eligible patients to ask them to book in for a COVID & FLU vaccination. Patients who do not have a mobile number on their medical records will receive a letter towards the middle to later part of next week.

- **Samples**

Can patients please use the correct sample container when bringing in samples. We have had a few samples this week that have been brought in in the incorrect container. We cannot accept jam jars, sauce bottles etc. If patients are advised that we cannot take the sample, can they please take the sample home. If left at the Practice, we then must dispose of the sample correctly.

- **Carers Form**

When completing the carers form, can patients ensure they add their correct mobile and/or home telephone number. This is needed so the surgery can obtain verbal acknowledgment from the patient that they are happy for the access to be granted to a third party, ie the carer. Unfortunately, in some cases this has not been the case hence delaying the processing of some forms at the moment.

- **Registered Patients Numbers**

As of September 1st, our registered patient numbers stand at 8320 a rise from 8275 in July.

8. Feedback from the East Staffordshire District Patient Engagement Group, and the East Staffordshire and Surrounds Diabetes UK Patient Network

- East Staffordshire District Patient Engagement Group

The last District Group meeting was on the 7th of September. The Vice-Chair of the Group, JB, gave a similar presentation and discussion on the Frailty project, (as discussed with the Forum earlier in these minutes).

The comments back from the members, along with the comments from the Forum will be forwarded to the project group.

- East Staffordshire and Surrounds Diabetes UK Patient Network, ESSDUKPN.

The Vice-Chair, who is also the Chair of the Diabetes Patient Network, Gave the following update:

The Network has been very busy with the following:

(i). Holding the face-to-face meetings, every six weeks, in Tamworth, Lichfield, Burntwood, Uttoxeter, and Burton. In addition, the virtual on-line meetings have been taking place, again on a six-week basis.

(ii). Events. Have had a stand at the following:

- Burton Library Health Event
- Unity Park Opening Day
- Shobnall Play Day
- Reopening of the Upper Floor, Octagon Centre, Burton
- Had a shop in the Octagon Centre, Burton
- The joint Health Event with Barton, Yoxall, and Alrewas PPGs that took place in Barton Village Hall
- River View Family Day with Trent and Dove

(iii). Upcoming Events/Talks

- Health Event being organized at Queen Street Community Centre, Burton to celebrate World Mental Health Day, (October 10th).
- Stand in the Octagon Centre to celebrate World Diabetes Day, (November 14th).
- Presentation to the ABC Training Organisation, in Burton
- Stand at the Elim Church, Princes St Burton, for their McMillian Coffee Morning.
- Talk to Burntwood Warmer Welcome Group.
- Giving a presentation at the Uttoxeter Business Network.
- Attending a Diabetes Conference at Kenilworth.
- Health Event at Wincanton, B&Q site Branston.
- Attending the next East Staffs PCN workshop concerning the setting up of a Clinical Diabetes Community Group for East Staffordshire.

9. Virtual Group Update.

Positive feedback had been received from NFS on all the excellent work being undertaken by the surgery and patient Forum.

10. Quiz Nights

The last quiz night was on Friday 21st of July. 56 people attended and £250 was raised of which, as presented earlier, £100 has been donated to the RNIB. The next quiz is on the 6th of October. The monies raised from this, and our last quiz in November, will be put towards the Forum's share of the total cost for the external notice boards.

11. Any Other Business

- (i). The meeting dates for 2024 will be provided at the November meeting.
- (ii). Discussion on the surgery appointment system and the slight changes being made at the start of October.

12. Date of the Next Meeting

The next face-to-face meeting on Wednesday 15th November 2023 between 2pm until 4pm. It will be held at Tutbury Village Hall. The meeting was then closed by the Chair JG, who thanked all members for their contributions to the discussions at the meeting.

