

MINUTES OF VIRTUAL HALL GROVE GROUP PRACTICE  
PATIENTS' VOICE STEERING GROUP MEETING 28 APRIL 2021

In Attendance: Andrew Longman (Chairperson), Roger Hudson (Secretary),  
Helen Eames, Jenny Gebka, Peter Gramson, Peter Wilson.

1. *Apologies* – None
2. *Agreement of Minutes for Meeting held 14 April 2021.* - The suggested amendments to the Minutes were discussed and accepted subject to some minor revisions. The amendments to the Minutes expanded some points already made and also added some additional items to be raised with the Practice. These additional items include concerns about eConsult and issues about referrals for consultations outside of the Practice.
3. *Us - the Steering Group* – Discussion postponed.
4. *Newsletter Process* - The following timetable and allocation of tasks were agreed.

**16<sup>th</sup> to end of Month**

Compilation of first draft – **HE**

**1<sup>st</sup> to 7<sup>th</sup> of Month**

First editorial review – **PW**

Provision of shortened web addresses (Bitly.com) as necessary – **RH**

Final editorial review by PV SG – **JG & PG**

Approval by Practice – **AK**

**8<sup>th</sup> to 14<sup>th</sup> of Month**

Mailchimp email creation stage – **AL**

**15<sup>th</sup> of Month**

Publication day

5. *Any Other Business*
  - 5.1. *Recruitment* – The Sub-Group is currently considering how to involve prospective PV members with a particular topic without them having to attend PV Steering Group meetings.
  - 5.2. *Use of Social Media* – There is probably scope for the Practice and PV to use Social Media and this should be raised with the Practice at the next meeting with them. It may also be useful to meet with the PPGs and the Director of our PCN about the use of Social Media.
  - 5.3. Two queries for the Practice at the next meeting
    - 5.3.1. *Primary Care Network* – Can Hall Grove patients use resources at the other Practices in our PCN?
    - 5.3.2. *Minor Operations* – What is the position regarding minor operations being carried out by the Practice?
6. *Date Of Next Steering Group Meetings* (via Skype) - 1pm on Wednesday 12 May 2021 with Practice representatives and 2pm on Wednesday 26 May 2021 without Practice representatives.