

**Notes from Haxby (Scarborough) Patient Group Meeting: 11<sup>th</sup> March 2026**

**Chair:** Alan Stewart

**Present:** Alan Stewart (Chair), Diane Robinson, Elaine Beecroft, Jeanette Wilby, Ruth Fairchild, Jean Fieldsend, Mark Hamblin, Simon Green, Alan Stanforth, Peter Bridgewood, Glen Bridgewood, Alyson Ritchie (Deputy General Manager), Jo Green (Patient Services Manager)



	<b>Discussion Points:</b>	<b>Lead</b>	<b>Papers</b>
1	<p><b>Welcome and Introductions</b></p> <p>Alan welcomed everyone and introduced Lisa Nortcliff as the guest speaker.</p>	All	
2	<p><b>Apologies</b></p> <p>Maureen Dickinson, Jane Hugill, Jean Pettiner, Kay Laing, Trish Axcell, Pat Carolan</p>		
3	<p><b>Notes of Previous Meeting</b></p> <p>Were approved and signed by Alan Stewart</p>	AS	
4	<p><b>Any Matters Arising not on the Agenda</b></p> <p>Thanks were given to Aly for uploading the revised Terms of Reference to the website.</p>		
5	<p><b>Any new items to add to the agenda</b></p> <p>Practice update</p> <p>Safeguarding</p>		
6	<p><b>Guest speaker</b></p> <p>Lisa Nortcliff Memory Support Advisor employed by Dementia Forward gave a comprehensive overview of their role, referral pathways, assessment process and the range of available support services.</p> <ul style="list-style-type: none"> <li>• Service covers all surgeries in Scarborough area</li> <li>• Operating a clinic model with regular sessions at multiple surgeries</li> <li>• Referrals by patients, GPs or by discharge letters</li> <li>• Access to the clinical IT system</li> <li>• 45 minute assessment process using a structured template and weighted questions</li> <li>• Designed to be thorough and supportive</li> </ul>		

	<ul style="list-style-type: none"> <li>• Results documented for GP review</li> <li>• Potential referral to memory clinic</li> <li>• Support available from Dementia Forward, examples of handbooks were shared</li> <li>• Collaboration with carers organisations and wrap-around services for families</li> <li>• Home visits available for those unable to attend clinics</li> </ul> <p>The group discussed how to access the memory support advisor – online forms and third party referrals and the role of various members of the practice in identifying patients who may benefit from support.</p>		
7	<p><b>Members' items</b></p> <p><b>Practice update:</b></p> <p>Alyson reported on staffing changes:</p> <ul style="list-style-type: none"> <li>• Dr Sian Currie has been appointed as a partner from 1<sup>st</sup> April</li> <li>• Additional GPs appointed leading to more appointments being available</li> <li>• The group discussed the improvements to the access system</li> <li>• Alyson reported that 165 paper copies of the newsletter had been distributed with over 900 sent out electronically</li> <li>• The new meeting room is helping with increased face-to-face communication</li> <li>• Updating the group's notice board was discussed and a new photograph will be taken at the next meeting.</li> </ul> <p><b>Safeguarding</b></p> <ul style="list-style-type: none"> <li>• The recent questionnaire was discussed regarding accessibility for those with learning difficulties</li> <li>• The role of the North Yorkshire Safeguarding Adults Board and communication was discussed</li> </ul>		
8	<p><b>Report from Patient Engagement Network</b></p> <p>No-one was able to attend the latest meeting, but Jeanette will circulate any notes that come from it.</p>		

	There has been no news regarding the new facility at Eastfield. The group discussed transport difficulties to the site.		
9	<p><b>Ideas please</b></p> <p><b>Newsletter suggestions:</b></p> <ul style="list-style-type: none"> <li>• Item on Dr Day</li> <li>• Lisa Nortcliff and the Memory Support Clinics</li> <li>• Abbreviations</li> <li>• Handwashing and hygiene</li> </ul>		
10	<p><b>Future Special Days</b></p> <p>Age UK digital drop-in day to be arranged. Members of the group to observe or participate</p>		
11	<p><b>AOB</b></p> <ul style="list-style-type: none"> <li>• New complaints manager appointed for Haxby Group, focusing solely on complaints and reporting to the clinical governance team.</li> <li>• The structure of other patient groups was discussed and it was suggested that the group invite others to join our meetings via TEAMS</li> <li>• Alan Stewart agreed to chair the June meeting which Diane is unable to attend.</li> </ul>		
12	<p><b>Dates for future meetings:</b>  <b>22<sup>nd</sup> April 2026 – change of time to 2 p.m. to allow for photograph</b>  <b>10<sup>th</sup> June 2026 2.30 p.m.</b></p> <p>Please wear badges and be prepared for photographs to be taken. Remember to sign in and out.</p>		

Meeting Minutes agreed:

SIGNATURE: \_\_\_\_\_

PRINT NAME: \_\_\_\_\_

DATE: \_\_\_\_\_