Minutes of Rural Forum Steering Group Telephone Conference

Minutes of the Rural Forum Steering Group held
On Thursday 26 April 2018
Meeting Commenced at 20:00

PRESENT:

Dr Robert Lambourn
Dr Christopher Clark
Dr Hal Maxwell
Dr Miriam Dolan
Dr Christopher Williams
Mrs Jane Randall-Smith
Mr Daniel Williams

Rural Forum Chair
English Representative on RFSG
Scottish Representative on RFSG
Northern Ireland Representative
Scottish Representative on RFSG
EURIPA Representative on RFSG
Head of Faculties - Operations

IN ATTENDANCE:

Paula Lythgoe
Rural Forum Administrator

<table>
<thead>
<tr>
<th>Item</th>
<th>Title</th>
<th>Action</th>
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<tbody>
<tr>
<td>1.</td>
<td>CHAIR’S ANNOUNCEMENTS</td>
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<td></td>
<td>Rob started the meeting off by thanking everyone for attending and asking the group to introduce themselves and what they would like to get out of the meeting. Rob listed the group’s objectives.</td>
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<td>2.</td>
<td>APOLOGIES FOR ABSENCE</td>
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<td>Apologies were received from Drs John Wynn-Jones, Steve McCabe, Mr Ed Wilson &amp; Professor Sheena Asthana</td>
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<td>3.</td>
<td>DECLARATIONS OF INTEREST</td>
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<td>The Chair asked those present to be aware of their personal interests and to declare them if relevant to items discussed.</td>
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<td>4.</td>
<td>INFORMATION GOVERNANCE &amp; DATA SECURITY RISK MANAGEMENT</td>
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<td>The Chair reminded members present to be diligent regarding data security and information governance.</td>
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<td>5.</td>
<td>MINUTES OF MEETING SATURDAY 20 JANUARY 2018</td>
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<td>The minutes of the previous meeting held on Saturday 20 January 2018, were agreed to be a true and accurate record.</td>
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<td>6.</td>
<td>MATTERS ARISING/ACTION LIST</td>
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<td>Rob reported that he had attended a telephone conference with Matilda Sims and Paula on Thursday 22 March 2018 to discuss the Rural Forum budget. Matilda confirmed that funding has been put in place for the next financial year of around £9000 in addition to Paula’s salary. Matilda was keen to fix a date for the next face to face meeting and the Educational Conference. Following on from the meeting a Doodle Poll was circulated to the RFSG with suggested dates for the next face to face meeting. Action List had not been produced from previous meeting, Paula to compile and send out to the group</td>
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7. **RETHINKING REMOTE CONFERENCE**

Rob enquired if any members of the RFSG were available to attend the Rethinking Remote Conference due to take place on 24 & 25 May 2018 in Inverness. Jane informed the group that this clashes with the WONCA Europe Conference, taking place in Krakow. Chris W informed the group that he was intending to attend, but hadn’t yet registered. As there is sufficient funding available for the Rural Forum, it was suggested that Chris could be assisted with attending the event.

Action: CW to send details to PL

8. **IMPERIAL PROJECT**

To be carried forward to next meeting

9. **SHEENA ASTHANA**

To be carried forward to next meeting

10. **ED WILSON – HEAD OF DEVOLVED COUNCILS**

To be carried forward to next meeting

11. **RURAL FORUM CONFERENCE 2019**

Jane reported that she has provisionally booked the Guildhall in Shrewsbury, which is part of the University of Chester and Shropshire Council on 26 January 2019 and 2 February 2019. They are normally closed on a Saturday, but are keen to support the Forum. They are kindly offering the venue free of charge. The only expenditure would be catering. We would have use of the main reception, lecture room and if necessary the use of a break-out room. The only proviso is that they would like a stand at the event. Following the discussion on dates it was decided that the 26 January 2019 is the best option.

Potential List of Speakers and Topics

- Professor Helen Stokes-Lampard – Open the Conference
- Mike Holmes – key note speaker
- Mayur Lakhani – key note speaker
- Someone from NHS England Leading Rural Initiative
- Someone from National Centre for Rural Health & Care, Lincoln
- ECGs – Dr Khalid Khan
- Someone from Acute Trust in Shropshire just received 300 million grant to discuss implications in the Community and General Practice
- Montgomery Emergency Doctors - CPR Session (check if they are certified instructors)
- Mark Stone, DDA – Pharmacists in General Practice
- Palliative Care
- New Qualified GP – Challenges in Rural General Practice
- International Speaker
- Someone from Keele University set up KARN (rural dimension for their research)

12. **RECRUITMENT OF FIRST5 AND AIT REP**

Paula has been contacted by Stephane Ringsell from Head Office enquiring if she had recruited anyone as a First5 for the Rural Forum. Paula informed Stephane that Sanjeev Maskara has been an active member of the Rural Forum, but at the last face to face meeting in January had informed Rob and Paula that he is no longer a First5 and would be looking to step down from the role. Although we have tried to recruit a new AIT representative, this has proved unsuccessful. Chris Williams informed the group that there is a combined AIT/First5 Committee and suggested Paula contact Amy Knighton who may be able to assist with recruiting new AIT and First5 reps. It was also suggested that Paula should send out emails to all AITs and First5 Rural Forum members.

JRS to confirm 26 Jan 19 as definite date for conference

See Action List

PL to contact AK

PL to email AITs and First5 on RF
ANY OTHER BUSINESS

Chris Clark informed the group that he will be retiring from partnership in June and will focus on his academic career. He inquired to the group his validity in representing south west England. The group reiterated they are still keen for Chris to remain on the RFSG, if he is keen to do so. Chris confirmed he is more than happy to remain.

Following on from the recent Doodle Poll and most popular date for the next face to face meeting in Edinburgh is the 15 September. Chris Williams informed the group this this clashes with Scottish Council. After a brief discussion, it was decided to still go ahead with this date.

DATE OF NEXT TELEPHONE CONFERENCE

Rob was keen to set a date for the next meeting to discuss how the Rural Forum Conference has progressed. Paula to send out Doodle Poll for dates in early June.