Minutes of Rural Forum Steering Group Telephone Conference

Minutes of the Rural Forum Steering Group held
On Thursday 30 August 2018
Meeting Commenced at 20:00

PRESENT:

Dr Robert Lambourn  
Dr Hal dane Maxwell  
Miss Rosannah Jackson  
Mr Michael Critchell  
Pamela Hartford  
Dr Sanjeev Maskara  
Dr Christopher Clark  
Mrs Jane Randall-Smith  
Dr Miriam Dolan  
Dr Mhairi Murdoch  
Dr Andrew Strain  
Dr John Wynn-Jones  

POSS:  
Dr Robert Lambourn  
Dr Hal dane Maxwell  
Miss Rosannah Jackson  
Mr Michael Critchell  
Pamela Hartford  
Dr Sanjeev Maskara  
Dr Christopher Clark  
Mrs Jane Randall-Smith  
Dr Miriam Dolan  
Dr Mhairi Murdoch  
Dr Andrew Strain  
Dr John Wynn-Jones  

IN ATTENDANCE:

Paula Lythgoe  

Present:

Dr Robert Lambourn  
Dr Hal dane Maxwell  
Miss Rosannah Jackson  
Mr Michael Critchell  
Pamela Hartford  
Dr Sanjeev Maskara  
Dr Christopher Clark  
Mrs Jane Randall-Smith  
Dr Miriam Dolan  
Dr Mhairi Murdoch  
Dr Andrew Strain  
Dr John Wynn-Jones  

In Attendance:

Paula Lythgoe  

Item  Title  Action

1. CHAIR’S ANNOUNCEMENTS

Rob welcomed everyone, in particular our new AIT recruit, Dr Mhairi Murdoch and asked the group to introduce themselves and inform the other members of their role.

Rob informed the group that Steve McCabe who is currently based in Portree on the Isle of Skye is stepping down from the Rural Forum Steering Group as he is leaving rural general practice at the end of September. Rob has emailed Steve thanking him for his contribution to the Rural Forum over the years.

Rob is due to talk at the Dispensing Doctors Association Conference, due to take place on the 17-18 October. He is a key note speaker on the 17 October and has contacted the organisers to enquire if the Rural Forum can have an exhibition stand as he is taking time out of the practice and giving up his free time. Paula has also contacted the organisers and they have informed her that each exhibitor must hire a stand for both days, but as the College are a charity they would receive a discount. As yet, she hasn’t received a response as to the cost.

PL to chase up stands

2. APOLOGIES FOR ABSENCE

No apologies to report.

3. DECLARATIONS OF INTEREST

The Chair asked those present to be aware of their personal interests and to declare them if relevant to items discussed.

4. INFORMATION GOVERNANCE & DATA SECURITY RISK MANAGEMENT

The Chair reminded members present to be diligent regarding data security and information governance.
5. **MINUTES OF MEETING THURSDAY 26 JULY 2018**

The minutes of the previous meeting held on Thursday 26 July 2018, were agreed to be a true and accurate record.

6. **MATTERS ARISING/ACTION LIST**

Item 6 – Matters Arising/Action List; Jane and John have tried to locate Ian Mungall’s report. Jane has tried to contact Ian but unfortunately his email is undeliverable. Rob informed the group that Ian is on the North-East England Faculty Board so would make enquiries as to his current email address. Failing this, it was suggested that Central College may have a copy in their archives.

Item 6 – Matters Arising/Action List; Jane is still awaiting the PowerPoint from the Krakow WONCA meeting. In the mean-time Jane will send the UK presentation to the group.

Item 8 – National Centre for Rural Health & Care; Rob reported that the meeting which was due to take place on Thursday 16 August had been cancelled. Attendees: Richard Parish, Helen Stoke-Lampard, John Wynn-Jones & Rob Lambourn. This is being rescheduled. New date yet to be decided.

Item 9 – Face to Face Meeting & AGM; Simon Bowen, Executive Director, Membership and International is attending the face to face meeting via Skype. Rob suggested that if anyone who is unable to attend in person, but could join the meeting remotely could join in via Skype.

Item 10 – Rural Forum Conference 2019 – Professor Mayur Lakhani has agreed to talk at the conference and Rob has enquired if he will speak on ‘Developing the College Locally; where does Rural General Practice sit?’ Rob is still waiting to hear from Mayur’s EA re: topic.

Item 12 – Medio Link – A discussion took place regarding most effective forms of holding RFSG telephone/video conferencing. Although Medio Link has been trialled by the College and they were keen for the Rural Forum to trial, Paula was under the impression that Medio Link was currently on hold as there had been some teething problems. Pam will look into this.

Jane had kindly sent the link to Paula for Go to Meeting. Paula has not yet looked in to this. Jane informed the group that Go to Meeting starts at £12 per month and there is a 14-day free trial available. John also suggested Zoom which works very successfully for WONCA meetings.

7. **RURAL FORUM CONFERENCE 2019**

The Rural Forum Conference was discussed. Jane updated the group on speakers she had contacted on Social Prescribing Mentorship. Jane informed the group that the lead on Social Prescribing plus two GPs have agreed to facilitate a session at the conference. Mike Holmes has agreed to facilitate a session on Workforce Planning. Jane and Mel have been in contact with SHROPDOC who have agreed that a Physician’s Associate, a Paramedic and two Pharmacists facilitate a session.

Jane asked the group how is the day being planned e.g. Key note speakers, lectures and interactive workshops. It was agreed that Paula will type up list of confirmed speakers/topics and circulate to group.

A discussion took place on promoting the Conference. Suggestions were:

- Handing out fliers/programmes at DDA Conference 17-18 October
- Advertise on local radio – Radio Shropshire covering this on the day
- Hand out fliers at RCGP National Conference 4-6 October – Pam
- Rural Primary Care Conference, Gregynog 26-28 September – check if Mel is attending to distribute fliers
- Casey-Ann Seaniger, Faculty Communications Officer – send targeted Dotmailer to members
- Rural Trainees in Scotland – send programme/flier to Mhairi
- RGPas Conference – 8-10 November 2018 – enquire if they will advertise at their conference
• BASICS Scotland Conference – 9 September 2018 – enquire if they will distribute flier at their conference.

• Sponsorship – Paula has contacted a number of sponsors, but is awaiting response from the majority. MDDUS have declined. Paula to chase up those she has contacted.

Paula asked the group for any other ideas for sponsorship. John suggested Shrewsbury Accountants, Tudor Healthcare Accountants and advised Paula to contact Ann Tudor directly. Another suggestion was companies local to Shrewsbury. John and Jane to advise on this

8. **AGM UPDATE**

Pam informed the group that she has spoken to Rachel Morris regarding holding a Rural Forum AGM. Rachel informed Pam that as the Rural Forum do not follow College Bye Laws and the formal voting of a Faculty the meeting cannot be called an AGM, although it can be called an Annual Meeting.

9. **ANY OTHER BUSINESS**

No other business to report

10. **‘A FORTUNATE MAN’ – WELLCOME TRUST APPLICATION**

John had circulated an email to the group from Sally Ann Tye, Executive Director of New Perspectives Theatre Company whose company had been touring with A Fortunate Man, (a book written by John Berger and Jean Mohr first published in the late 1960’s still relevant in healthcare) They have had huge success at the Edinburgh Fringe Festival and are planning to take this to Singapore and hopefully the Highlands and Islands next year. They have applied for funding to the Wellcome Trust, but are looking for new venues and other routes to attract funding. If the group have any suggestions for venue or alternative routes for funding can they please let Paula know. Paula will relay to Sally.

Pam suggested that if we could get copies of the book, this could be promoted at the RCGP Annual Conference in October.

Another suggestion to promote the book is for copies to be on sale in the RCGP Foyer at 30 Euston Square.

11. **DATE OF NEXT TELEPHONE CONFERENCE**

The next conference is due to take place on Saturday 15 September 2018 at Edinburgh Training and Conference Venue, 16 St Mary’s Street, Edinburgh EH1 1SU

CLOSE