



Minutes of Patient Participation Group Meeting held on 14th January, 2019

Agenda Item 1: Present/Apologies

Present: Steve Bates (Chair), Bruce Battams, Jan Lloyd, Michael Whitehand, Mark Pitman, Gordon Lovell, Fay Read, Christine Cartwright, John Neale, Judith Westell, Christine Page, John West, Mary Sadler, Peter Sadler, Jane Hanlon (Practice Manager), Dr Huda Muhsin (GP), Dr Adam Staten (GP) and Angela Lovell (PPG Secretary).

Apologies: Jill Hussein, Penny Liddiard, Sheila Dale, Nigel Vaughan, Bob Gould and Vanda Gould.

Agenda Item 2: Minutes of December 2018 PPG meeting

These were circulated prior to the meeting. One amendment was requested in Agenda item 4, Speakers, to read “Jan informed us there would be a speaker in January” instead of would not be a speaker in January. Once this is amended the minutes were agreed as an accurate record of the meeting and these will be included on the Surgery’s web page.

Agenda Item 3: Matters Arising

- (a) Outside tap: – see later in Surgery Update.
- (b) Premises meeting: see later in Surgery Update.
- (c) Has anyone had thoughts about the offer of an allotment for the PPG? This was discussed and no interest was forthcoming.
- (d) Admin support: Steve reported that the on-line group have been emailed asking for a volunteer helper keen to be our PPG Administrator. To date there have been no volunteers.
- (e) Horticulture/Car Park update: In icy, snowy conditions, Clive asked for help for himself and Bruce to grit the car park before patients arrive at the surgery. Willing helpers should give their phone numbers to Clive or Bruce.

- (f) Future Speakers: Jan informed us that the speaker arranged for October who was unable to come then was to speak to us at this meeting. Unfortunately she was unable to come. Two other speakers were asked but the slot could not be filled. It is hoped to have a speaker from Neighbourhood Watch at our February meeting. Jan is making contact with possible speakers from the Specialist Memory Service, Patients2people, Lip-reading and a Paediatric Matron.

Agenda Item 4: Update from the Surgery

Outside tap: There was further discussion regarding the possibility of having an outside tap to access water for the plants. Jane updated us regarding this and a tap could be installed but it must be run every week for 2 minutes to flush a minimum of 2 bucketfuls of water through the tap. Jane will get a quotation for the fitting of the tap.

NHS plan: We were informed that this is a 500 page document but a summary is also available.

Premises meeting: The Practice remains in discussion with the CCG but as yet there is no firm commitment at present as funding needs to be agreed with regard to costs involved including value for money. The team working for the practice to look for sites etc remain positive and using the existing site remains a possibility.

Social Prescribing: Jane mentioned that we already do this, for example the walking group, singing group, the lunch-time tea and time/coffee and conversation and to expand on this would be a heavier burden both on PPG members and surgery staff unless more volunteers come forward and some financial help is forthcoming for the consumables and staff time for organising. Also there is limited time and space within the surgery.

Agenda Item 5: PPG Awareness Week Planning

Steve gave us information regarding the 2019 PPG Awareness event which is from 10-15th June.

- ❖ Steve has requested that we have a small working group to prepare and promote this event and to commence with this mid-February.
- ❖ He mentioned that we need to cover the week with PPG volunteers to man the table and to give out appropriate literature.
- ❖ NAPP is a useful source of ideas for promoting the week.
- ❖ Bruce was asked, and agreed to progress this with the support of Steve as required.
- ❖ We need to attract younger people and ethnic groups in order that our PPG is representative of our practice population.

Agenda Item 6: Any Other Business

End of Life Care coffee afternoon: Steve asked us to watch out for an email regarding an end of life coffee afternoon to be held on 7th February. This is being organised by the CCG.

Connecting and mentoring promotion – NHS England. These meetings are to be held in Leeds and London and there was a request for patient representatives. No one showed an interest in attending, mainly as it isn't being held locally.

Feedback from Healthwatch meeting: Bruce mentioned that he attended this meeting with Steve and Jane. There were about 20 people present. The meeting was aimed at encouraging PPG's in the area by exchanging information. Whilst we, at the Red House Surgery, receive excellent support from our GP's and Jane, our Practice Manager, it was clear that not all surgery PPG's are as fortunate and without this support it is more difficult to have a successful PPG.

Surgery car park: Clive was thanked for keeping the car park in excellent order. He regularly does a litter pick and keeps it tidy.

Hospital: John Neale informed us that he had recently spent several days in MK Hospital and from his experience and observations he felt there were several ways where improvements could possibly be made. John will contact Professor Joe Harrison, Chief Executive, with his thoughts.

Surgery's singing group: The singing group and leaders Steve and Anne were congratulated on an excellent performance at a recent concert.

Is there anything the Surgery can do for the PPG? This was a question from Jane. Steve responded by asking why the NHS is ceasing to prescribe some medications which in the past could be prescribed. General discussion took place regarding (National Institute for Clinical Excellence (NICE) guidance, best practice, research etc.

Agenda Item 7: Dates of next meetings

- (a) Core Group meeting - Wednesday, 6th February, 2019
- (b) PPG meeting - Tuesday, 12th February, 2019