

**MINUTES OF AN OPEN MEETING OF THE PATIENT PARTICIPATION GROUP  
HELD AT THE RED HOUSE SURGERY 241 QUEENSWAY, BLETCHLEY ON  
10th NOVEMBER 2009**

**Present:**

**Patient Representatives:** Sylvia Ellwood (minutes) Christine Cartwright, Tony Mabbot, Anne Nash, Rosaline Shunmoogum, Michael Whitehand. Keith Armstrong, Pam Armstrong, John Neale, Geoffrey Lee, Robert Lea, John Agnew Sandra Agnew, Michael Healey, Nigel Vaughan, Monica Catelinet, Carolyn McIver, Jane Norton, Nigel Hammond.

**Surgery Representatives:** Nigel Bunting (GP) Huda Muhsin (GP) Mrs. J.Hanlon, (Practice Manager)

**Apologies:** John Needham , Sheila Dale, Judith Westell, Doug Bull, Dawn Andrews, Allison Carlton, Maureen Grant, Toni Rampello, John Roberts, Nigel Fagan, Peter and Diane Barnes.

It was agreed to take the minutes "as read" and a procedure was discussed regarding the adoption of decisions, it was unanimously decided that we would have a show of hands. This was adopted by 'a show of hands'.

A discussion then ensued regarding whether we should have a chairman, it was suggested that we have a chairman who would retire annually. Two people agreed to stand, Michael Whitehand proposed Tony Mabbott, seconded by Sylvia Ellwood. Carolyn McIver then offered to stand and was proposed by Monica Catelinet . Tony and Carolyn then left the room, a vote was taken Carolyn had 10 votes and Tony 7. It was then decided that Carolyn would be Chairman and Tony would be Vice Chairman, they both gave a short introduction of themselves.

Carolyn then proceeded to run the meeting; Sylvia Ellwood agreed to take the minutes, but not to become group secretary. Sylvia asked if anyone present would take over either of these tasks, but nobody came forward. It has been agreed that the minutes will be put on the web.

Michael Whitehand raised the subject of the possibility of sub groups to deal with specific subjects, but it was decided that we should carry on as we are until we need to do this at some future date.

Geoffrey Lee felt it would be best to continue to have 2 GP's whenever possible, and to have a 10 minute slot for the Doctors to contribute any suggestions or to comment on any ideas they may have.

It was also agreed that Jane Hanlon has done an excellent job in setting up the PPG and indeed continues to do so.

There was discussion with regard to how to assist people in general with problems such as depression of the loss of a loved one etc.

A couple of patients had queries regarding prescriptions, repeat prescriptions and what links are available between hospital surgery, council etc.

It was decided that it would be best to have a meeting every 2 months in the winter, as the surgery would be very busy with winter ailments.

Tony Mabbott suggested perhaps we should have a themed meeting every other month.

Carolyn asked for everyone to produce a "report" of 100 words about themselves, a sort of CV, she said. This was not met with any enthusiasm by the meeting.

Some discussion took place on a contact list for group members and Tony Mabbott asked for his email address to be included in the minutes so that group members can contact him with any ideas or with queries. His email address is:

[tony.mabbott@hotmail.co.uk](mailto:tony.mabbott@hotmail.co.uk)

Funding: Jane Hanlon said that she would confirm the funding made so far in the minutes which is £385 from the sale of the books plus the £79.95 previously collected and in a building society, giving a total of £464.95. Discussion took place on what to use the money for and the group asked if the practice required any equipment. Jane reported that the Doctors are very good at replacing things when they are needed and that it may worth keeping the money for future newsletters.

We discussed the installation of a safety mirror to assist when entering the car park, so that one may be able to see when someone is exiting from the adjoining car park.

Our volunteer who monitors the PPG suggestion box said that the contents on this occasion were a book cover, a 20p piece and another miscellaneous item.

The next meeting is to be held at 6p.m. at The Red House on 12<sup>th</sup> January 2010

There was mention of an interim meeting between Tony and Carolyn and possibly some others to inform them of the progress of the group so far.

There being no other business the meeting was closed at 7.40.p.m.