**Horsefair Patient Participation Group (PPG)**

Monday 3rd June 2019

Armitage Surgery

**Attendees :-**

John Brett Dr. Singh Margaret Cooper

John Marston Nikki Ingram Tom Barry

John Hanaway June Melsom

Pat Winfield Gay Lawrence

Dave Thacker Carl Bennett

**Apologies**

Sam Woodberry

1. **Minutes of Last meeting**

These were accepted as a true and correct record.

1. **Practice News**

Primary Care Networks

JB provided the PPG with an overview of the emerging PCN in Rugeley.

As previously highlighted PCN’s consist of groups of practices normally of 30,000-50,000 population who on behalf of patients seek to arrange services relevant to their distinct population. Currently Brereton, Aelfgar, Great Haywood, Horsefair and Sandy Lane Practices are looking to form a PCN of 40,000 population.

PCN’s will be in place from 1st July 2019 with their first priority being to recruit a Clinical Pharmacist and Social prescriber. Other services will be provided in the future as the PCN becomes established.

The application has now gone in for our PCN which will add to the 3 Networks already in place within the Cannock Chase CCG.

This will not affect the day to day running and services provided by the GP practices but will in fact add to and enhance services available to patients at a more local level than having to travel to other areas. It is hoped that this will evolve over the next 9-12 months and the practice will keep the Group informed along the way.

Email

As previously discussed the PRG now have their own email address. This has been set up for the circulation of Minutes, Agendas, and Information for the PRG and so members can discuss issues amongst themselves. This is not checked by staff on a daily basis as it is only a means of communication for PRG issues.

The details for this email address are as follows:

Username – [horsefairPPG@outlook.com](mailto:horsefairPPG@outlook.com)

Password - Horsefair2019

Any other issues should be addressed through the normal complaints procedure or directed to the surgery email address of: horsefair.practice2@nhs.net

1. **Election of Chairman/Vice Chairman & Secretary**

Chairman - Carl Bennett put forward ‘John Marston’ to stand in the position of Chairman, this was seconded by June Melsom. This position was accepted by John Marston.

Vice Chairman - Due to other commitments Carl felt he couldn’t carry on with the role as Chairman but Carl did put forward himself to stand in the position of Vice Chairman, this was seconded by Pat Winfield. This position was accepted by Carl Bennett.

Secretary – No names were put forward for this position. It was agreed that Nikki Ingram would carry this position on for the near future with an understanding the group actively sought to recruit a secretary. Carl offered to do this role if Nikki couldn’t attend a meeting.

1. **Any Other Business**

Joint PRG Meetings

It was suggested that now the Horse Fair Practice had taken over the management of the Sandy Lane contract that we looked at the possibility of joint PRG meetings.

It was proposed that in a 12 month period there would be 3 joint meetings and 3 individual meetings for both PRG’s. Members were asked to bring any objections/ideas about this to the next meeting.

Council Health and Wellbeing Group

Carl informed the group that the council have set up a group to deal with the Health and Wellbeing issues in the area. They are hoping to deal with items such as knife crime, mental health and provisions for young people in the area. Many of these changes have been bought about after such things as the closing of the Youth Service and the cutting back of the Police service.

This group will be having meetings with the Practices’ CCG as all these have impact on the NHS service. Carl asked for any thoughts on how this group could move forward in helping the people of our area.

Retiring Chairman

John Marston proposed that we thanked Carl Bennett for all his work and commitment to the

PRG and Practice whilst he was in office as the Chairman. This was strongly agreed and

Dir. Singh also personally thanked Carl on behalf of the Practice for all his time and dedication

for the many years he has given.

Interpreters

John Hanaway raised a concern about how the Practice would deal with a deaf/dumb patient.

The group was informed that we have the Hearing Loop and also access to an interpreter for a

Pre-booked appointment. This is also the case if we had non-English speaking patients.

Non Urgent Doctor Appointments

Dave Thacker asked about the time scale for non-urgent routine appointments. The practice

can confirm this is currently on average 10 working days for a specific doctor. However, urgent

or on the day appointments are available.

Media Screens

Dave Thacker expressed concern about some of the small text on the screens in the waiting

rooms. Most of the media is preloaded by a third party, however the chairs have today been

moved closer to the screen. Consideration does however, have to be given to the

confidentiality and privacy of patients at the reception desk.

1. **Date of Next Meeting**

Tuesday 18 June 2019 – 12.30 pm @ Hillsprings

This will be a joint meeting Horse Fair PRG and Sandy Lane PRG.

Our next meeting date for Horse Fair PRG only will be set at this meeting.

Any items for the agenda to be forwarded to Nikki Ingram either by phoning 01889 571302 or emailing [Nichola.ingram@nhs.net](mailto:Nichola.ingram@nhs.net). Please could this be done by Monday 17th June 2019.