



PATIENT PARTICIPATION GROUP

Minutes of the meeting held on Thursday 17 May 2018

Present: Gemma Jackson (Chair), Howard Ballard, David Jones, Patricia Exon, Liz McCornick, Patsy Ormrod, Marjorie Ellison, Michael Croft, Ann Butters, Steven Tingle, Jill Davidson, Amy Sissons

Notes: Beverley Fryers

1. Welcome and apologies

The Chair welcomed everyone to the meeting and had been received from Michelle Marsh and Elizabeth Andrew. A welcome was extended to a new member – Steven Tingle. It was noted that Vivien Unsworth and Laurie Peake have both resigned from the group. Subsequent to the meeting, Sheila Smith also handed in her resignation.

2. To approve the minutes of the meetings held on Friday 23 February and Friday 13 April 2018

- Howard proposed the agreement of the minutes of the meeting held on 23 February and Michael seconded
- Patsy proposed the agreement of the minutes of the meeting held on 13 April and Liz seconded. An amendment was made to the minutes stating that Patricia Exon and Amy Sissons had also been present at the PPG Awards Conference at Ribby Hall.

Bev agreed to update the PPG Awards certificate on the website.

3. Matters arising (not covered on the agenda)

There were no matters arising.

4. Listening tables

Gemma gave an update on the listening tables which had been very successful. It was proposed to hold them twice monthly in the first instance. It was noted that the best icebreaker is the Practice Newsletter. Having access to a tablet would be useful so that the FYi website could be demonstrated. The FYi website now contained much more information about Wyre.

Michael circulated the timeslots and asked members to let him know when they will be available. It will only mean committing to 1 or 2 hours over the year if everyone volunteers for a slot. Michael offered to meet members to tell them what would be expected.

5. PPG Awareness Week

The national PPG Awareness Week will be from 4 to 9 June with the Conference taking place in Nottingham on 9 June. Members were asked for ideas on what they can highlight to patients and the following were noted:

- Push the BioBlitz
- Summer Practice Newsletter
- What's going on around the Practice
- Walking with Wyre
- Harmony Group

Slots for attending the surgery during the Awareness Week were agreed as follows:

- Monday 4 June – Sheila Smith (following Sheila's resignation this slot was taken by Ann Butters)
- Tuesday 5 June – Gemma Jackson
- Wednesday 6 June – Patsy Ormrod (AM), Gemma Jackson (PM)
- Thursday 7 June – Jill Davidson (AM)
- Friday 8 June – Patricia Exon (AM)

If anyone would like to add to this please can they let Michael know. It was noted that the iPad will be available and copies of the Newsletter.

Amy gave the group an update on the situation at Carleton Branch. The fire had been the result of an unfortunate action following a printer setting on fire which had recently been PAT tested. All fire procedures had been followed correctly. The insurance claim was going through and all new equipment will be put in place. There will be a 3 week clean up period followed by a complete refit. It was looking like the branch will be reopening in August/September.

All patient notes (11,000+) are now stored off site in a secure facility in Chester which means that there is now a short period of time between asking for notes and them being delivered to the surgery.

6. BioBlitz

Amy gave the group information about the BioBlitz taking place on Saturday 23 June at Stanah Country Park. It would be based around Healthy Heroes with a link to pollinators. There will be displays of fruit and vegetables, bees, GPs and Nurses will be taking blood pressure, hessian bags for children along with sand art. The event will be from 10 am to 3pm and representation from the PPG would be welcomed. Michael Croft volunteered to collate names and time slots.

Gemma reported that she has tried to contact the CPR people for a demonstration on training. This would require 45 minutes and so it was agreed that it should take place at a future PPG meeting following the BioBlitz. In preparation for this Howard volunteered to source a map of where defibrillators are located in this area.

7. TV input

At present there is only generic information on the screens. In future, Bev will be taking this forward when she has been trained. The content will have to be shared between us and the Village Practice.

8. DNAs January to April 2018

The DNAs were noted.

9. Any Other Business

9.1 Flu Clinics

A planning meeting will be taking place in July and Gemma has been asked to attend.

9.2 Lockwood Surgery

It was noted that this GP Practice wants to get their PPG off the ground but only consists of 2 GPs and 1 Locum GP. Gemma had told them what this PPG had achieved over 3 years but the support of the doctors was key to this achievement.

9.3 Thornton Primary School

Howard reported that this school will be taking part in an art project similar to the one held at Northfold. 3 classes will be taking part and there will be 1st, 2nd and 3rd prizes for each class as well as 'Well Done' certificates. The PPG will be judging the competition and the headmaster of the school will contact Howard when the artworks are ready to be collected. It was hoped that the Top 10 from each class will be displayed here at the surgery and at the Coop in Thornton.

10. Date of next meeting

The next meeting will be on Thursday 5 July from 1:30 to 3pm in the Community Room at the Health Centre.