

Minutes of the Patient Participation Group Meeting on Wednesday 10th August 2016

Attendees: Doreen Rigby, Janet Pendlebury, Gwyneth Williams, David Cooper, Bill McCormick, Barry Wilnow, Anne Clark, Carmel Worden and Carole Roberts.

Apologies:- Sharon Orr, Thelma Clague, Elaine Gaffney, Lesley Sargeant, John Madden, Carol Brown and Moses Nutekpor.

Opening Remarks and Welcome – The Deputy Chairman extended a welcome to those people attending the meeting tonight.

Matters arising from the minutes of the last PPG meeting that are practice related together with the Practice Report – Sharon has sent her apologies for not being here tonight. She is aware that she has missed a couple of meetings and would like to be at our next meeting in September. However, our meeting clashes with a meeting she has to attend at Blackpool football stadium which starts at 3pm. Sharon has asked if we can put the practice report at the end of the September meeting. She will try to get back to present it as long as her other meeting doesn't run late.

Any other matters arising from the minutes, other than Patient Participation Group Network (PPGN) related and book stall related. There were no other matters arising.

Newsletter – Bill said he had taken on board the suggestions made and he had sent the newsletter to Sharon for her to put it to the partner's for scrutiny and was awaiting a reply. Once agreement was received Bill should go for a print run and distribute copies in the surgery and see what happens. Bill will also do a few copies in larger print and on yellow paper for people with sight problems and see what the take-up is for future print runs. John's suggestion from our previous meeting about highlighting carer's was something the PPG said could be included in a future newsletter along with any other areas needing exposure. Doreen suggested we see about doing small background paragraph's introducing the practice staff (with their agreement) and ourselves in future newsletters. It was agreed that we would need to gather a consensus of opinions before proceeding further. Doreen is to make tentative enquiries and report back.

PPGN feedback – Carole attended the meeting on 27th July and when the minutes were issued she would E mail them out to everyone. In brief - Carole told the PPGN meeting about the C,Q,C inspection and the outstanding marking achieved for Glenroyd Medical. She said that she had gained confirmation at the meeting that our newsletter was not covered by the Access of Information Standard that came into force at the end of July. Although we had at an earlier PPG meeting agreed to have some copies of our newsletter in large print and on yellow paper available it was not a legal requirement. The CCG will be asking all practice managers in October for figures of DNA's for the previous 12 months. Also it was stated that St Paul's surgery was having a waste amnesty throughout August for unused medicines. Figures should be available for this

at the next PPGN meeting. Steve Gardner from Healthwatch gave a brief presentation about their plans for next 12 months. He also said that a carer's consultation would be taking place throughout August but no real details were given at this meeting.

Open Day – The sub-committee held its first meeting on 27th July and Lesley had produced a report which Carole has issued to all PPG members. There were a few minor discrepancies in the report which were corrected this evening. The date has been fixed for 19th October 2016 to run from 1.30pm until 4pm alongside the already organised flu clinics. The suggested direction for health promotion awareness on the day would be:- bowel cancer, breast cancer, prostate cancer, cervical cancer and basic dementia screening. Sharon said it will be busy as the GP's will be in session and there will be 2 flu clinics running that day. It was agreed tonight that the PPG members available to help meet up at midday on the 19th October to set things up ready for a 1.30pm start. The sub-committee will meet with Sharon again on 25th August 2016. It was agreed that we hold a draw with £10 prizes as this has been well received previously. Elaine said she will alter the posters used previously which she had saved to reflect the new date and activities.

Chairman's report – Nothing noted.

Secretary's report – All correspondence has already been issued to everyone in advance of this meeting. Carole said she had purchased 4 crates for the book stall, to replace a couple of broken ones and also so that each crate is not overfilled from now on which had contributed to the others breaking. She had been able to buy them with a reduced price as they were the last ones on the shop shelf.

Treasurer's report – Update on the PPG accounts are shown on a separate document dated 9th August 2016 handed out at the meeting this evening.

Book Stall - Gwyneth who is now the book rota co-ordinator asked for volunteers to cover the rota for the book stall until our next meeting. She will also contact any members not present at tonight's meeting, if their help is required.

A.O.B. – There was no other business to note.

Date and time of next meeting is 4.30pm on 14/09/2016 at the Bispham Surgery.