

Minutes of the Patient Participation Group Meeting on Wednesday 13th May 2015

Attendees: Bill McCormick, Elaine Gaffney, Gwyneth Williams, Doreen Rigby, Janet Pendlebury, Anne Clark, Dee Livesey, Angela Powell and Carole Roberts.

Apologies:-Carol Brown, Thelma Clague, Sharon Orr, Moses Nutekpor, Carmel Worden and Robert Edge.

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

Matters arising from the minutes other than Patient Participation Group Network (PPGN) related, book stall related and practice related. These are dealt with as separate items within the body of the minutes. There were no matters arising.

PPGN feedback – Carole said that there had not been any PPGN meeting during the last month and therefore nothing to report. The Network meeting was to be held this evening and would therefore clash with ours. Glenroyd Medical's apologies had been given and would be noted.

Open day – It had already been decided that the best day would be the afternoon of the 24th June from approx. 1.30pm to 4.30pm. The sub-committee met on 22/04/2015 to finalise arrangements. Dee has prepared a report of that meeting which she has handed out tonight. Dee also gave feedback detailing the arrangements which are in brief:- All rooms at Whitegate Drive to be available if needed. Angela is to arrange advertising the event on the screens at both surgeries. Also she will look into advertising the event on prescriptions and possibly the website. All relevant practice staff to be made available for any urgent medical issues or if advice is required on the day. Elaine will get posters up at both surgeries A.S.A.P. Elaine to keep Moses supplied with leaflets promoting the event as he was very interested in being involved. Incentives to be offered will be 3 £10 gift vouchers which the PPG will pay for. A dry run to be held on 3rd June to check everything has been thought of ready for the 24th June. All PPG members that could be there on the 24th to be available as patient numbers are unknown. One of the messages hoped to get across to people was all the other services available at Glenroyd Medical, this should help ease the pressure on the practice GP's. The Pharmacist would need to be promoted too especially for minor ailments. The website should be promoted also.

Chairman's report – Doreen asked Angela if she knew whether Sharon had arranged a meeting with Moses and the practice pharmacists (Matthew and Stephanie) to discuss various issues which may be common themes about repeat prescriptions etc. Angela did not know if this had taken place but said Sharon would update the group at our next meeting. Doreen said she had passed leaflets to Sharon about suitable chairs for us to consider buying. To be discussed further at our next meeting.

Secretary's report – Sharon had E mailed details of 2 potential new members to Carole who confirmed she would make contact and invite them to our next meeting.

Treasurer's report – Update on the PPG accounts are shown on a separate document dated 12th May 2015

Practice Report – Angela said that she had nothing to report for this month's meeting.

Dee asked some questions about funding for PPG's from national bodies and asked Angela to find out for the next meeting if the practice receives any. A lively discussion then ensued about various aspects of funding from the NHS and CCG's to help PPG's become efficient and viable bodies. Since April it is now mandatory for all surgeries to be working towards having PPG's. Also there are various details on the web about what other PPG's are achieving nationally. The discussion included, what are we as a practice doing for our minority group patients? Angela was asked to check if the practice website could be changed for different languages to make it more inclusive. It was decided that there were more things to be looked at and that it may take a few meetings for a coherent plan of action to evolve. Dee said she would go away from this meeting and do more research.

Book Rota - The Deputy Chairman 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. Elaine confirmed that she had put poster's up at both surgeries asking for book donations.

A.O.B. – As this meeting had taken up the available time it was agreed that any AOB would be carried over until the next meeting.

Date and time of next meeting is 5pm on 03/06/2015 at the Bispham Surgery.