

Minutes of the Patient Participation Group Meeting on Tuesday 14th March 2017

Attendees: Sharon Orr, Doreen Rigby, Elaine Gaffney, David Cooper, Bill McCormick, Gordon Caddy, Janet Pendlebury, Gwyneth Williams, Barry Winrow, Carmel Worden and Carole Roberts.

Apologies:- Thelma Clague, Anne Clark, Carol Brown, John Madden, Michael Lamerton 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 said that the new seating for Whitegate Drive had been ordered and paid for by the practice, hopefully delivery was due in about a week or so. Also Jenny the new practice nurse has settled in well and is now fully up and running. Sharon said that there has been no response to the partner advert or the advert for a salaried GP and as a result the adverts were being extended for a further month. Currently we have 4 partners, 3 salaried GP's plus some trainees and at the moment along with the other changes that have been implemented the practice appears to be coping quite well. Sharon said that the telephone message when ringing for an appointment now starts with a message from Dr. Nugent. She said that this seemed to be working well at the moment but it would be monitored to ensure any amendments could be done as required.

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 confirmed that the next newsletter was now ready and he said that he would 'E' mail everyone a copy. He said he would be putting copies in both surgeries within the next few days.

PPGN feedback – There is no report as the next meeting is not until the end of April.

Chairman's report – Nothing noted.

Secretary's report – All correspondence has already been issued to everyone in advance of this meeting. Carole said that she had given the letter (which had been approved at the last meeting) about the Whitegate Drive pharmacy to Moses along with a thank you card and a tin of celebrations. He had been delighted that we had thought of them and asked if I could send the letter to his head office. This I had done and received an E mail in response saying that our letter had been passed to the MD and regional manager for the branch.

Treasurer's report – Update on the PPG accounts are shown on a separate document dated 13th March 2017 handed out at the meeting this evening.

Book Stall – Gwyneth 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. Carole said we had been given a stack of books which were in the store room and she had now sorted most of them out.

A.O.B. – It was decided that the PPG members would have a think about what we could use our monies for and maybe bring any suggestions to the next meeting. However, it was agreed that there was no rush to spend anything as we would need to ensure value for money on any purchase made. One suggestion was for a rubbish bin near the reception as it had been noticed when selling books that the reception staff seemed to be asked to deal with patients rubbish on a regular basis. It was agreed that this would have to be discussed with Sharon to ensure any bin complied with all health rules. However, if a bin was approved it was thought that we could advertise the PPG on it. Another suggestion was to buy a further table for the book stall as we seemed to have a substantial amount of books and DVD’s to sell. Carole asked if approval could be given and said she would sort out the purchase of a table and also some new crates as some of the existing crates were now beginning to fall apart. All at the meeting agreed this action.

Date and time of next meeting is 4.30pm on 11/04/2017 at the Bispham Surgery.