

The Practice
Stoke Rd Patients Participation Group

4, Stoke Road, Bishops Cleeve, Cheltenham, Gloucestershire, GL52 8RP

Minutes of Meeting held on Thursday 30th October
at Bishop's Cleeve Primary School

Present:-

PPG Members

Paul Holliday (PH)	– Chairman
Peter Badham (PB)	– Vice–Chairman
Rose Rawlings (RR)	- Joint Secretary
Doreen Dyer (DD)	- Joint Secretary
John Coopey (JC)	- Treasurer
Marilyn Angell	(MA)
Maggie Morris	(MM)
Michael Otter	(MO)
Peggy Dyer	(PD)
John Grayson	(JG)
Madi Baker	(MB)

Practice Members

Dr Jim Moore	(JM)
Dr Tim Hardwick	(TH)
Lester Pygott	(LP)
Jane Tillottson	(JT)

1. The meeting opened at 7:30pm. PH welcomed everyone to the meeting and introduced Madi Baker, our new member from Cleeve School 6th Form. Paul also thanked the members and surgery staff for their kindness and good wishes during his recent illness.

2. Apologies. None received.

3. Introductions. All existing members gave a brief resume of their background for the benefit of Madi, who then gave her own background and reasons for wanting to join the group. She has a desire to go into healthcare, specifically quoting midwifery as a goal.

4. Minutes.

The minutes of the meeting held on 29th May were approved by JC, seconded by RR.

5. Matters arising

Speakers for the APM on 13th May 2015 - PH suggested Heather Beer of the Gloucestershire Hospitals Trust to talk on patients experiences within the NHS. An accompanying speaker possibly being a doctor.

PB spoke of the Minor Ailments Scheme within the pharmacy. Advice and treatments available for more minor illnesses that do not require a surgery appointment. This enables some freeing-up of GP appointments for the more serious cases.

Also spoke of the Healthy Living Pharmacy. This gives advice on preventative health issues by pharmacy staff, who are specifically trained for this role. Levels of staff competence are periodically checked by a 'mystery shopper'.

As a suggestion for a speaker on the Minor Ailments Scheme, PB suggested Theresa Middleton, who is head of medicine management for NHS Gloucestershire. This was approved by the meeting and PB will contact her to check her availability.

6. Treasurer's report

JC gave his first report as Treasurer. Original terms of reference required modest additions for banking accountability. The 4 signatures now required to set up the bank account at Lloyds (The Green, BC) have been obtained and will be forwarded to Scotland as arranged, by JC on 31st October.

Currently holding a cheque for £500, the donation from Cleeve Vale Rotary.

The annual fee of £40 payable to the National Association has been paid for now by JC. This to be refunded to him when the account is opened.

Discussions opened on how we can generate funds for the future, designated to support the surgery. It was decided that we hold a raffle on the night of the APM. Each member to obtain one prize. JM said that the surgery would donate prizes also. As it was to be held on just one night, there would be no licence fee required and cloakroom tickets would suffice. MA to be in overall charge of the raffle.

It was also decided to reverse the decision of the last meeting and offer cold drinks during the break, as this would be a useful time to sell tickets.

7. Report from the local PPG Network meeting on the 12th September

This was given by PH. Members attending from our group were LP, PH, PB, MM and PD. Also attending were representatives from Winchcombe Medical Centre and Greyholme/Seven Posts Surgery.

There had been agreement that effective inter-surgery and community dialogue and communication are an important focus.

It was also agreed that, for this particular forum, an informal approach was appropriate. Other agenda items discussed were; Care for the Elderly, Healthy alternatives to Medical care, Engagement with younger patients and the proposed surgery premises capacity enhancement. On this last item, it was agreed that if progress has not been achieved by early 2015, then further appropriate action should be considered.

8. Report from the NAPP Annual conference in Leeds on 7th June.

This conference had been attended by PH.

Paul had various discussions with other delegates regarding the difficulties being experienced with the expansion programme at Stoke Road. One Leeds practice in particular had found themselves in the same situation as Seven Posts/Greyholm Surgery. Their delegate made various recommendations to PH that are detailed in his conference report. He reported to the meeting that a significant proportion of northern doctors' surgery PPGs did not have a Terms of Reference agreed selection process. This, in the end, can leave some surgery PPG groups in a risk situation.

Primary care challenges in areas of high deprivation are in disparity to our own. PH had discovered that one surgery PPG reported that in their particular area, 400 patients were homeless.

TH stated that in the Stoke Road area there are none.

9. Correspondence.

There has been nothing since the last meeting. LP will check only once a week from now on.

10. Practice Report.

TH reported that in the past 12 months the surgery has taken on a further 250 patients.

LP/TH - The valuation process is almost complete but they have to apply for future funding. Should know the answer to this in November. Will be able to hopefully report more in January.

Now have the additional problem of a seriously leaning wall. This is owned by the surgery and is Grade 2 listed. English Heritage will allow some demolition but the lower level must remain and all bricks removed must be replaced in the same order. This will be hugely expensive.

JC asked if this cost would have to come out of patient care budget and TH/JM said that unfortunately, it would.

PH suggested applying to the Glos. Environmental Trust to ask for a grant. Maybe £10K

11. Sub Groups Reports

a) Health promotion. Suggestions for next year included a half-day presence at Cleeve School offering advice on various issues and aimed at a younger and currently healthy audience of years 11 to 13. MB suggested anti-smoking as one possibility. This suggestion was approved by the meeting.

A half day event on the morning of Wednesday March 18th has been pencilled in and it was suggested that we talk to Winchcombe PPG about how they ran theirs.

b) Elderly. PD and MM have been looking at activities for the elderly and have produced an excellent 4 page booklet listing all that are currently available. PB congratulated them on this. PB suggested that a copy of this could be included with all prescriptions going to everyone over the age of 75. Also to be handed out at the surgery where age-appropriate. A quote of £25 for 500 copies had been obtained from Ink Spot. Suggested by PB that cheaper options should be available. Badhams are using a firm in The Netherlands. The date should be added to the leaflet as changes are inevitable. It is hoped to be ready for distribution in 1 month. A run of 1000 was considered reasonable.

c) Premises. This was dealt with during Practice report in section 10.

12. AOB

PB brought up the subject of EPS (Electronic Prescriptions). This is a paperless system to replace the green forms and has been evolving for around 10 years. It should be up and running from 17th November.

LP wants it to be slow turn round from the present system but this has not been the case with other surgeries. Patients will still be able to use the old system if they choose.

There being no further business, the meeting closed at 9pm.

PPG meetings for 2015 are planned as follows:

Thursday 15th January.

The Annual General Meeting is on 5th March 2015.

The Annual Patients Meeting is on Wednesday 13th May 2015.

Rose Rawlings