

The Practice Stoke Rd Patients Participation Group

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

Minutes of Annual General Meeting Held on Tuesday 5th April at Stoke Road Surgery

Present:-

PPG Members

Paul Holliday (PH) - Chairman
Rose Rawlings (RR) - Secretary
John Grayson (JG)
Peggy Dyer (PD)
Samuel House (SHo)
Marilyn Angell (MA)
Ian Hall (IH)

Practice Members

Dr Jim Moore (JM) – Senior Partner
Dr Tim Hardwick (TH) – GP Partner
Lester Pygott (LP) – Practice Manager
Jane Tillotson (JT) – Head Receptionist

Apologies John Coopey (JC), Maggie Morris (MM), Shirley Hall (Sha), Peter Badham (PB)

Welcome

PH welcomed everyone to the meeting which opened at 7:40pm.

Minutes of last meeting

The minutes of the meeting held on 12th January 2016 were approved by PH and seconded by IH.

Matters arising

Humphrey Field Analyser: PH said that he felt that this is a very worthwhile eye test and that it would be beneficial to patients if the surgery was to recommend this test to patients. It was generally agreed though that people would not take on, voluntarily, anything that could possibly jeopardise their licence and caution was expressed on this issue.

A minor correction was raised on the matter regarding the next APM. It has now been clarified that the next APM will be in 2017 to coincide with the opening of the new surgery. Details of this to appear in the next newsletter.

Chairman's Report for 2015

PH gave details on the various happenings during the year.

The 2015 AGM took place on 5th March. Officers were re-elected and plans put in place for a Health and Well Being event at Cleeve School. The 3rd APM was held on 13th May 2015 with approximately 100 patients attending a presentation by Dr Sally Pearson and Heather Beer. Presentations were also given by PB on the issue of 'Pharmacy First' and by JM who outlined the plans for premises construction.

The Health Promotion event at Cleeve School on 15th October 2015 hosted a drop in opportunity for approximately 500 students. This was designated for years 11-13 and was very well received.

In January 2016 the PPG Committee founding member Mike Otter stepped down due to his move out of the area. Mike and Shirley Hall join the committee and Committee member and Secretary Doreen Dyer stepped down. Appreciation to both of the retiring members was expressed by PH.

Election of PPG Officers for 2016

PH stood down as Chairman and passed the chair to RR for the vote for the post. It was proposed by RR and seconded by MA that PH regains the chair for a further year. It was proposed by MA and seconded by all attending that PB remains as Vice Chairman. It was proposed by PH and seconded by MA that RR becomes the Secretary. It was proposed by MA and seconded by all attending that JC remains as Treasurer.

Treasurer's report

In the absence of JC, the treasurer's report was given by PH. The only expenditure for the 12 months has been the annual N.A.P.P. subscription of £40. The balance in hand as at the 5th April 2016 is £420.10 cr.

Correspondence

There was no report of any correspondence since the last meeting

Practice Report TH

The work on the boundary wall is nearing completion and has meant much hard work for LP and others at the surgery to get it to this stage. Further details on this in the Premises report.

Nursing Issues. One of the senior practice nurses had left and had been replaced by two others. However both have decided that the General Practice environment is not for them. Two more nurses have been recruited, Louise Eliasson and Angie Graham, who are both settling in well and learning quickly.

Alison Busby has sustained a broken leg and has been off work for 2 months. This has meant that only one senior nurse is available for triage as well as running her clinics, so a second GP has to assist with triage calls. The outcome of this, albeit a temporary situation, is that 60 to 70 GP appointment slots have been reallocated each week.

Two new receptionists have been recruited, Amy and Katie.

Thanks were given to the PPG for support for the Health Promotion day; for help with the annual survey form completion in the waiting room and to PD and MM for the excellent work on the information leaflet for the elderly. TH said and it was generally agreed that the new coloured issue gave a good impact.

Report from Sub Groups

(a) Health Promotion

The Rugby Club have tentatively agreed that they could make a 6-7pm September weekday slot available for the previously discussed health promotion men's event. Agreed by all that this would be useful and that PH and possibly PB should liaise with them to take this further.

(b) Elderly - PD

The new information leaflet has now been completed and is being circulated by PD/ MM/RR. The Networking meeting has been held back for now as Winchcombe have too many other commitments at present.

PD to arrange with Age UK a convenient date for a visit during a PPG meeting and it was put forward that the PPG host tea parties for the elderly who live alone. This is something already tried and tested successfully in Liverpool. These could be held in the surgery waiting room on a weekend once the surgery is completed. The idea was well received by the meeting with TH particularly enthusiastic of the concept. Ongoing.

(c) Premises - LP

The temporary supports for the boundary wall have been in place since December 2015. This temporary work has been necessary to make the wall safe whilst a permanent solution could be agreed with Tewkesbury Borough Council. Initially, our proposal to reduce the height of the wall was rejected but since completion of the temporary works it has now been agreed. The cost of these temporary works has been £50,000.

Work started on reducing the height of the wall on 7th March. It has now been reduced to the proposed height along most of its length. The report from the Structural Engineer to specify what additional work is required before the temporary supports can be removed and the coping stones cemented in place, is expected week commencing 11/4/16.

Extension to Surgery.

NHS Grant funding is in place. The arrangement of loan funding is in progress. Work cannot fully start on the extension footings until the wall supports are removed, as they foul the position of the new foundations. It is anticipated that the wall will be completed by the end of April and the work on the surgery will then be fully underway. JM gave the thanks of the surgery to the PPG for their support in moving everything along. PH had requested support from Gloucestershire Highways but this had proved unhelpful.

Fund Raising

JC has raised a suggestion that the PPG start a fund raising project for equipment. MA asked for a 'wish list' of items needed so that people giving monies were aware of exactly what they were giving it for. It was decided, from a suggestion by MA, that a sub-committee be formed with JC to bring this idea together.

SHo said that in support of this, maybe the school could have a dress down or up day on a Friday and pay £1 each for the privilege. PH to email Ben Slatter regarding this.

JM and TH have come up with ideas including a Spirometer, 24 hour ECG and 24 hour BP home equipment. They feel that these would reduce waiting times to see the Doctors, as the equipment would be returned and the results given by telephone where appropriate. It would also mean that fewer patients would need to be referred to hospital for these tests. JC had also put forward that he does not think we should take a stall at the Street Fayre this year. This was agreed.

A.O.B

Diabetic Eye Screening. The eye screening mobile unit cannot be accommodated in the surgery car park this year due to the building work. For this year alone, arrangements have been made for this testing to be carried out at CGH. Texts explaining the reason for this will be sent where possible and patients who require eye screening will attend the hospital as usual. There may be a drop in the number of patients who actually attend for screening as accessing CGH is less convenient than accessing the surgery. TH felt that a 12 month miss would not be a major problem.

Telecare. TH pointed out that details of Telecare are in the leaflet and that he is already discussing the principle of this firm with some of his patients.

Date of next meeting will be Tuesday 5th July 2016

There being no further business, the meeting closed at 9:00pm.

Rose Rawlings, Secretary
8th April 2016