

The Practice
Stoke Rd Patients Participation Group

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

Minutes of meeting held on 15th Jan.2015

AT BISHOPS CLEEVE PRIMARY ACADEMY

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)
Madi Baker	(MB)
Peggy Dyer	(PD)

Practice Members

Dr Tim Hardwick (TH)
Lester Pygott (LP)
Jane Tillotson (JT)

ALSO ATTENDING

Ben Slatter – Acting Assist.Head Cleeve School

1. The meeting opened at 7.30pm. PH welcomed everyone.
2. Apologies received from Dr JM and JG.
3. PH introduced Ben Slatter to the meeting. He attended in his capacity as acting Assistant Head of Cleeve School and has accepted the invitation to join and work with us on the health event to be held at the school for the benefit of the years 11-13 students. Everyone around the table introduced themselves to Ben.
4. The minutes of the meeting held on 30th October 2014 were approved by PH & seconded by DD.

5. Matters arising

With regard to the APM, PH asked PB if he had contacted Theresa Middleton as a potential speaker on the minor ailments scheme. PB replied that he had emailed her 3 times but had received no response. He went on to say that he has now contacted Chris Llewellyn for the same subject but to date is still awaiting a reply. It was considered and decided by the meeting that if Chris Llewellyn will attend, then the order of speakers should be:-

Chris Llewellyn
Heather Beer
Dr Sally Pearson

Each speaker to have a 20 minute slot plus a questions slot for Dr Pearson.

Raffle: As per the last minutes, each PPG member to obtain 1 raffle prize. Tickets will be sold on the night, at the start and during the interval. MA not able to be in charge of this as she had previously hoped.

6. Treasurer's report.

JC reported that the bank account has now been set up and we have a balance of £500.

The £40 fee already paid to the National Association, was from JG's own account. He has asked that instead of refunding him, the £40 is used to buy 2 raffle prizes for the APM. PH thanked him for this generous gesture. JC will purchase these prizes himself.

JC went on to emphasise the importance of being able to raise and maintaining monies to cover essential costs such as the NAPP fee, hall hire etc.

7. Correspondence

Social Prescribing. An email had been received on 6th January from Sanger House, authorised by Dr Will Miles and administered by locality Development Manager Cheryl Ewing. Feedback on this was requested by 27th February. JC stated that he felt we should not respond to this ambiguous and confusing email. This was agreed. The confusion was geographical; are we Tewkesbury or Cheltenham? LP has requested that any comments on this issue should be addressed to Cheryl Ewing and copied to him and PH

Library: Correspondence received from Elaine Roberts regarding the Reading Well 'Books on Prescription' Dementia collection on 26th January. B/C library is going to raise awareness about this on Wednesday 11th February 10am to 4pm. The PPG will be supporting this. PH is attending. RR can do either 10-12 or 2-4. TH stated that the surgery already gives a type of prescription for books on various health issues.

8. Practice Report. TH reported that the surgery has survived the busiest months and that previous records for appointment requests have been broken. Despite a very high workload, the practice continues to thrive.

Electronic prescribing has been running for about a month and, although there have been a few teething problems, it is a popular system with most patients and all surgery and pharmacy staff. There is now a Saturday am surgery which commenced 1st January and will run until 31st March as a winter resilience surgery. This will be available to a maximum of 20 patients and run by a Locum GP and 1 receptionist. The appointments cannot be booked before the previous Wednesday and on Thursday and Friday only. Patients cannot 'drop-in' to this surgery and cannot request a Saturday appointment themselves. It is not operating in the same way as the current triage system of Mondays to Fridays.

9. School Health Event

There followed a lengthy discussion between the committee and Ben regarding the upcoming health event.

It was agreed that Wednesday 11th March was the most acceptable date. See note on page 3. BS suggested that the 3 year groups should be split up and a 25 minute slot allowed for each. It was decided that the initial choice of the Atrium for this event is not ideal and BS will confirm at school the best alternative venue. BS will contact LP during week commencing 19th March to confirm.

Suggested issues are:-

Healthy eating and lifestyle
Smoking and drinking
Stress management
Mental Health

It was agreed that BMI measurements would not be taken, nor weight discussed unless the subject was raised by an individual student on a one-to-one basis on the day. Signposting is probably the best way forward with professional follow up if requested.

The lunchtime period will be available to enable students who want further advice.

For years 11 and 12, attendance will be mandatory although a selection process by staff will be necessary in view of total numbers.

For year 13, attendance will be voluntary. MB pointed out that Wednesday is an early finish day for upper 6th. It was decided therefore, that they will go in first on the day.

Staff in attendance (as at 15th January) will probably be Drs. Archibald and Whybrew, Lester Pygott and from the PPG, Peter Badham and John Coopey. JC suggested that the school nurse attends but this is to be confirmed by BS as they are 'between' nurses at the moment.

BS asked that leaflets and posters for the event should be cleared by him. This applies particularly to any which have a 'shock' tactic element in them.

PH asked if it would be useful to have details available on the 'Books on Prescription', as these cover many of the issues that may arise on the day. Maybe the library could provide 2 or 3 for reference by the students and possibly encourage loaning them direct from the library.

Proposed by JC and seconded by LP that a working group is established to pull all the plans together. BS will liaise with LP on this.

Winchcombe School held a similar event early in 2014 and BS will talk to a couple of his contacts there to assess the level of success.

Timings were discussed and have been agreed as:-

Set up 11am

Time available to students 11.30 through to 2.45.

MM questioned if this was sufficient time but it was decided that the timing was adequate and, in any case, the arrival of school buses dictates the closing time.

PB suggested a representative from each year but BS did not feel that this was necessary.

10. Report from Sub Groups

a) Health Promotion. Nothing to report since last meeting.

b) Elderly. Concern was raised by PD about elderly patients having to remain in hospital, when, with the right care and surgery help, they could return to their homes.

PH repeated the thanks of the committee for the excellent leaflet produced on activities/services for older people. JT stated that there are travelling issues for some patients. The parking, or lack of it, is causing some problems and complaints have been received.

c) Premises. LP has received update from Martin Cleverly at NHS England Estates. Assuming the application goes to the "Exec Team" as planned, we should know by the end of January whether the project is on or off in its' present form. Recurring revenue is going to be needed.

The situation with the leaning wall was mentioned. There has been one proposal but there may be other construction-based proposals to follow.

11. A.O.B.

Patient survey, end of January/beginning February. LP intends to leave off the question of satisfaction with parking. PPG volunteers will be needed for approximately 1 week on a rota basis to get these completed. DD and RR will cover this.

PH asked: Should we lodge, as a group, an objection to the renewal of the taxi licence because of the parking problems they are exacerbating at the surgery. The council have already said no to double yellow lines in Stoke Road. JC stated the he felt the PPG should not get involved in this. This was agreed.

12. Dates of Future meetings

5 th March 2015	AGM
13 th May 2015	APM
16 th July 2015	
8 th October 2015	

Note from page 1. Since the meeting, the school have advised that the date of 11th March is not possible, due to exams. They have suggested the 20th March. Ongoing

Rose Rawlings