

# *The Practice* Stoke Rd Patients Participation Group

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

## Minutes of Meeting held on Tuesday 6th October at Grangefield School

### Present:-

#### PPG Members

Paul Holliday (PH) - Chairman  
John Coopey (JC) - Treasurer  
Rose Rawlings (RR) - Acting Secretary  
Peggy Dyer (PD)  
Maggie Morris (MM)  
Samuel House (SH)

#### Apologies

JM, MO, PB, MA, DD

#### Practice Members

Dr Tim Hardwicke (TH)  
Lester Pygott (LP) – Practice Manager  
Jane Tillotson (JT) – Head Receptionist  
Amanda Elliott (AE) - Administrator

#### Speakers

Lorraine Demir (LD) Village Agent  
Steve Long (SL) County Commissioning Project  
Cheryl Ewing (CE) Also of CCP

### Welcome

PH welcomed everyone to the meeting and introduced the speakers Lorraine Demir, the Village Agent, Steve Long and Cheryl Ewing of the County Commissioning Project. PH asked the PPG and surgery members to introduce themselves round the table for the benefit of the speakers. He went on to suggest that each speaker group spoke for approximately 20 minutes.

### Village Agent

LD gave a very interesting insight into the work of the Village Agent. She is one of 39 agents in Gloucestershire who led the field in 2006 with the concept of giving people over 50 in the county practical and, where necessary, emotional help to enable them, wherever possible, to stay in their own homes for as long as they are able. They also offer support to younger vulnerable people.

VAs work in partnership with many other agencies including fire, police and Carers Gloucestershire. They have BME Agents and cancer support services. Referral of a person can come from their GP, other Health Care Professional or from any of the other agencies e.g. Police and Fire Service following on from a home safety check. Essentially, they are a listening and signposting service, enabling the correct professional help to reach those who need it most.

### County Commissioning Project

A talk followed by CE and SL on social prescribing. This will be commissioned by GPs and other health professionals. They are in a position to recognise a non-health need for patients who visit them on a regular basis but do not need the conventional 'pills' prescription. There is a standard 'prescription' form to cover this and this will be uploaded to Stoke Road Surgery on Wednesday 14<sup>th</sup> October. Patient consent is required for this route to be taken and they have the right to refuse this.

Initially, a patient would be assessed by a wellbeing co-ordinator at week 1 and again at week 12 and a 1 to 35 points system used as a benchmark. The aim would be to achieve 35 at week 12, though longer periods of assessment can be given.

Steve Long is the Hub Co-ordinator for Stoke Road as part of a wider group including Cheltenham and Winchcombe. He has been given room at the surgery for weekly sessions to give patients a 45 minute appointment to help them with any social needs including form filling, debt management, divorce or any other non-medical need.

It was emphasised by both CE and SL that the scheme which is still on trial, is totally confidential. It is aimed at ages 18 and over. Their funding is for 12 months at present but CE stated that they see no reason for it not to be extended beyond that period.

PH thanked all the speakers for their very useful input to the meeting. The speakers left and the meeting continued. The minutes of the last meeting were approved (PH) and seconded (JG). It was pointed out that RR did attend that meeting but had not been listed. There were no matters arising from 16<sup>th</sup> July meeting.

### **Treasurer's report**

JG reported that the current balance in hand stood at £420.10 and the annual fee to the PPG association has been paid.

### **Correspondence**

No correspondence has been received in the period since the last meeting.

### **Health Promotion event**

AE reported that preparations for the event at Cleeve School on 15<sup>th</sup> October were well advanced. She has been working closely with Ben Slatter, LP and JT to promote this to its full extent. It is expected that approximately 530 pupils from years 11-13 will attend.

A power point slide has been created, together with quantities of A4 and A3 laminated posters.

The day promises to be well attended by many organisations including Gloucestershire Young Carers; Info Buzz; Teenage Counselling Share, Youth Champion Scheme, National Citizens Service and NHS 2Gether. Younger staff from the surgery and the PPG will be in attendance.

There will be advice available, either one to one or by leaflets. Some examples of subjects available are smoking; skin care, eating disorders and sexual health.

An email has been received by PH from PB. Badhams will give whatever support is needed on the day.

TH said that "this is the most ambitious health event we have held yet".

With regards to publicity - The Echo has been approached but has not responded yet. JC will follow this up.

SH was asked by PH if he has heard discussion amongst pupils regarding the event. However, he replied that he had not heard much about it around school since his initial talks with Ben Slatter.

### **Elderly**

PD reported that a meeting with Age UK has been planned to discuss the services that they provide.

An article has been prepared for inclusion in the next issue of our Activities and Services booklet in January 2016. This article has been passed to Dr Archibald for approval. It was requested by PD/MM that RR assist with the next issue and this was agreed and a meeting of the three arranged for 17<sup>th</sup> October.

### **Premises**

LP reported that the funding side of the extension plans are slowly moving forward. He said; however, that they will now have to go back to tender as 2 years have passed.

The supports to the leaning walls are nearly complete. Planning application is in place for the proposed correction work and any objections to the proposals have to be in by October 10<sup>th</sup>.

TH asked if letters of approval from other than surgery partners would be of help. PH to ask JG about this.

PH suggested that photographs are taken of the wall while the supports are in place.

### **Network Meeting**

This was held on 18<sup>th</sup> September at Laburnum Cottage and was attended by PH and PD of the PPG and Gill Cocks of Winchcombe Medical Centre. The agenda was received and all approved the report from the previous meeting on 30<sup>th</sup> January 2015. A full report on this meeting had been circulated to all PPG members and LP prior to today's meeting.

### **Clinical Commissioners Event**

PH reported that this event was held on September 3<sup>rd</sup> at the Racecourse. He represented Stoke Road PPG. Presentations were given, including:-

Andrew Hughes who is the Locality Implementation Manager responsible for primary care premises matters for 83 county practices. Dr Moore of Stoke Road surgery presented a workshop on his speciality of cardiac medicine. Dr Soden of SRS gave a talk on identifying and meeting the needs of vulnerable patients.

PD showed the PPG and surgery members an example of the 'Message in a Bottle' designed by a first responder with the intention of containing a medical form for patients to complete in advance of any potential emergency need.

A full report of this meeting has been circulated to all PPG and LP.

There being no further business, the meeting closed at 9.10pm.

**Date of next meeting. Tuesday 12<sup>th</sup> January 2016 at Grangefield School.**

Rose Rawlings  
Acting Secretary