

Stoke Rd Surgery
Patients Participation Group

Minutes of PPG meeting held on 9th January 2019
at Stoke Road Surgery

Present:-

Maggie Morris (MM) Acting Chairman	Amanda Elliott (AE)
John Coopey (JC) Hon. Treasurer	Amber Reynolds (AR)
Rose Rawlings (RR) Acting Secretary	Sarah Rogers (SR)
Peggy Dyer (PD)	Dr Tim Hardwick (TH)
Anne Ayrton (AA)	Dr Chin Wybrew (CW)
Alison Hopton (AH)	Dr Vivien Smellie (VS)

Welcome

MM opened the meeting at 6pm and welcomed all present.

Apologies

Peter Badham, John Grayson, Marilyn Angell, Rosie Boulton.

Minutes of last meeting

The minutes of last meeting held on 26th September 2018 were approved by MM and signed off.

Matters arising

Patients meeting. This is noted later in these minutes.

Treasurer's Report JC

The group has £1,989.39 at the bank. This includes £404.27 set aside for the Sunday Tea group. If we spend £1,200.00 on an ECG machine we would still have £385.12 in the account to cover any future contingences.

The success of the Tesco 'Bags of Help' draw awarded us a grant of £2,500. This money must be spent on the waiting room refurbishment and could provide another 3 large_chairs for the elderly, TV screen, noise screen, notice board. The surgery needs to look at costings. Whatever is purchased must be visual in the waiting room. At the end of January 2/3 of the money £1,666.66 will be paid into our account and the remainder after we have completed our part of the refurbishment. We need to send a letter of thanks from the practice to Tesco thanking them for their help.

JC and TH to action this

MM thanked JC on behalf of all the committee for his organisation of the Tesco Bags of Help draw.

Practice & Premises Report. A.E

Internal and external signage and most room numbering are almost complete.

Flu Vacs – 2500 were given this year. The uptake was big but supplies were slow and the main supplies did not arrive until the end of November.

Staffing

Dr Tebbutt has now formally commenced his post as a Partner.

Amber Reynolds is giving up her Head Receptionist role and joining the nursing team full time from April 2019.

Practice Nurse Charlotte Pike provided the surgery with short term cover and has now left. There has been an excellent response to the recent advertisement for a new practice nurse.

Marie Callinan in admin is retiring after 18 years. HCA Alison Hodge will also retire in March.

The surgery now has a gardener.

Activities

RR has corrected and updated the Activities for Older People. This to be passed to Lester Pygott for creation of new copies.

County PPG meeting is on 8th February at Churchdown. ? RR to attend plus 1 other.

PPG went to a meeting at Cleavelands Surgery to meet with their PPG, although Cleavelands PPG is not properly set up yet so meeting might be more useful at a later date.

Annual PPG conference will be in Cheltenham this year.

Patients meeting

Planned public meeting. Provisionally booked date of 4th April 6:30pm to 9:30pm. This date has now been confirmed by the surgery. CW/AE/AR said that the provision of tea is necessary for a 3 hour meeting and the surgery will assist with this.

Following an email from CW with a suggested format, PPG to contact Community Wellbeing/Social Prescribing to see if they will attend.

MM to action this

Organise a resuscitation & defibrillator demonstration.

JC to action this

Q&A Panel. CW suggests making up of GPs only. TH wondered if a more casual walk around talking to patients might be easier.

Reports from Sub Groups

(a) Health Promotion

Chairman of the Rugby club is to meet with JC/PC and MM on the 10th January to discuss possible dates in the autumn and what facilities could be available to us. Several ideas were put forward by the committee as to the best way to run this if it goes forward. The event would be supported by GPs and Nurses from the surgery to provide health advice on various issues eg. smoking, diabetes, alcohol, testicular health, skin cancer, sports injuries, prostate, etc. Posters/leaflets are required and the surgery would be prepared to send texts to advertise the event.

Ongoing depending on the outcome of the 10th January meeting.

(b) Elderly

The Sunday teas are growing in popularity. Numbers are increasing and many guests have been attending from the start. We are attracting more volunteers and it was put forward by MM that we should invite them along to a tea to see what goes on before they make a commitment. Christmas tea was a great success, complete with Father Christmas and his two Elves and presents for all the guests.

(c) Fundraising

The Kings Head are offering a further week of fundraising, the week of The Festival still remains.

A.O.B

Patients Survey at the Surgery. Agreed a good idea. VS thinks that April would be better than March. PD and other PPG members will cover this. Also have a PPG information table.

PPG Awareness in June at the surgery. AA to lead on this with other members.

SR suggested we have a Facebook page. Idea was well received.

Date of next meeting is the AGM on Wednesday 6th March at 6:00pm at Stoke Road

There being no further business, the meeting closed at .7.30pm

Rose Rawlings
Acting Secretary