

Apples Patient Participation Group

Steering Group Minutes Tuesday 20th August 2019

Attendees: Trevor Rogers (TR Chair), Philippa Cannings (PJC, Practice Manager), Ken Worden (KW) Tony Meehan (TM the Grove Medical Centre PPG Chair) Jill Gregory (JG) Jon Andrews (JA) Bruce Duncan (BD) Jill Mundy (JM) Jill Warburton (JW) John Williams (JW) Dy Hart (DH) Irene Miller (IM) Keith Harrison (KH, CCG) Vicky Russell (VR, Help & Care) Kate Norris (KN)

Apologies – Pamela Winter-Goodwin, Roger Marsh (Vice Chair the Grove) and Alan Harrison (Link worker at YDH)

1. TR – Welcomed everyone to the meeting, listed apologies - Minutes of last meeting discussed:

Amendment to previous mins; Incorrect initials under heading Local buses, read AJ should have been JA

2. **Feedback/Presentations from current PPG projects:**

Walking for Health – KW (Walk leader) – TR congratulated KW/KH for the scheme and that it has walked 52 weeks of the year, even in the rain!

Summer holidays reduced numbers

Problem – short of leaders, Sherborne Health scheme asked for help from the other centres

Poster at Waitrose going to be replaced

Local Buses/Transport – AJ – nothing to report, no funding from County

Gryphon School – TR – followed up with the school a few times – TR will try again at the start of the new term, going to involve Business study students and Health and Social groups

Students are involved in the Yeatman (Friends of the Yeatman) poss. use this to link in with the students (JW)

Diabetic Sleep Clinic – JA – Dr Murdoch has confirmed that he can present his seminar at the Digby Hall – discussed dates, either 7th Nov or 21st Nov in the evening – JA to arrange and feed back to PC/PPG

Issues to be discussed and confirmed: Resources – adverts/fees/invites/patients?

3. **Practice Update**

- Did not attend – May/June /July - 192 (unsure of the search, if its correct)
- Total Practice Population – 5594 (increased by 4)
- New Administrator/Receptionist/Nurse – recruiting two new posts
- Premises – Improvement; Blinds to the waiting room/Paint/Window in the Stairwell/RL room
- Boundary changes – CCG confirmed, out of Yeovil following the Dorset boundary
- E-consult – Started 1st April (figures) 19 patients (8 at the last mtg)

PC would like to advertise the e-consult option – JG suggested that the practice needs to be prepared for an influx if the PPG do promote this new service, how can it be monitored/reviewed

– BD suggested to add to the next mtg agenda

- KH said that BMV Partnership have a stand in the waiting room that informs the patients about this new option – PC to see if she could borrow the stand

- Flu Clinic – Fri 27th Sept Kitchen helpers 8am to 1pm (only over 65's)

Volunteers for the refreshments; Pamela Winter-Goodwin

Volunteers to speak to the patients; (survey) Jill Warbuton, Irene Mille and Dy Hart (Bruce Duncan TBC)

Outside providers – Fire Service and Help & Care

4. The Grove Medical Centre; TM (Newlands and Bute PPG merged 1st April)

- Patient mix up of waiting rooms
- Positive; Patient time is better, NP seeing acute patients
- AGM due shortly
- Discussion re lack of drugs (JW) Long time to get through

5. Update from the CCG – Altogether Better:

- **26th September 2019** – workshop for Health Champions – Support the Practice/PCN – Supports gaps in the community, start up support groups etc
- Health Champions invited by SMS (1000 from Apples and Yetminster, 1,500 from Yetminster) (patients can complete a survey monkey link to find out more, Sue Brickler will contact the patients who are interested)
- Patients that have not been invited can still attend the event – even once the scheme has started

Contact Vicky Russell (Link Worker for the PCN) details:

Tel number: 07970 166822

Email: Vicky.russell@helpandcare.org.uk

6. Dispensary Deliveries – GS (Dispensary Manager) Not discussed/Pending

7. Primary Care Network –

Primary Care Network is nation wide project, from NHS England – 5 year funded, introducing; social prescriber (link in with Altogether Better) Clinical Prescriber, each year introducing different roles to the network; Physiotherapists etc

Networks based on practices combined of 50,000 patients – due to the geographical area of North Dorset this is not feasible, CCG confirmed our network will be 23,000 patients

8. Yeatman Hospital Statement – removed clinics, possible more clinics will be removed

- TR – has been invited to sit on the board as an independent person with ‘Friends of the Yeatman’
- Mental Health clinic for all ages at the hospital
- BD – asked what services the hospital offers, should there be a statement (TM – will discuss with a colleague with regards setting up a statement)
- JG – had noticed that children / young people had been collecting funds at Waitrose and painting benches at the hospital as part of a project.

9. YDH Link – JW to update AH on new schemes

The Apples Medical Centre – PPG AGM

1. TR – stepped down as Chair, all members thanked him for an excellent job during his time as Chair

2. Appointing new Chair – an email had been sent out by PC asking for volunteers to be Chair:

Bruce Duncan had volunteered – all members were offered the opportunity to be Chair at the mtg

All the members agreed, JA seconded Bruce Duncan as the new PPG Chair – Everyone welcomed BD

3. Appointing new Vice-Chair – same as above, email had been distributed to the PPG members:

John Williams had volunteered – all members were offered the opportunity to be Vice-Chair at the mtg

All the members agreed, PC seconded John Williams as the new PPG Vice-Chair – Everyone welcomed JW

4. **BD – AOB:**

Patient survey –

Two years since the PPG carried out a Patient Survey – suggested that the PPG carries out the survey this Autumn – use the Flu clinic to ask the patients what they would like to be asked in the survey:

Produce an informative leaflet that briefly outlines any new services/E-consult method/General information/Health Champions followed by questions

JG – raised the question what the PPG can do for the practice

BD – to be on the next mtg agenda along with advertising e-Consult

BD – General info; the link between the practice and hospital could be better

BD – PPG need to know what the GPs want from the PPG/What can the PPG do for the practice

PC - Terms of Reference; all read, KW noticed that the wording for casting the final votes is incorrect; the casting vote should lay with the Chair (PC to amend)

PPC Meeting ended at 7.15pm - Next Apples PPG meeting on Tuesday 12th November 2019