

Apples Patient Participation Group

Steering Group Minutes Wednesday 29th November 2017

Attendees: Kay Johnson (KJ), Bruce Duncan(BD), Allan Phillipson (AP), Trevor Rogers(TR Chair), Jill Gregory (JG)Philippa Cannings (PJC, Practice Manager), J Wyllie (JW, new) Maggie Stainer (MS, new) Jill Mundy (JM) Clive McGinn (CM) Jon Andrews (JA, new) Ken Worden (KW, new) Helen Woolley (HW, new) Pamela Winter-Goodwin (PWG, new) Roger Marsh (Newlands Chair)

1. TR – Welcomed everyone to the meeting -Minutes of last meeting and current agenda distributed on chairs.
2. JG – Brief explanation and clarification of the two groups:

Main Apples PPG (Patient Participation Group) meeting quarterly, receives information from the locality and practice plus receives feedback from the current Steering Groups that are formed from the Apples PPG

Apples Steering Groups, are formed from members of the Apples PPG, it is an 'Action/Doing Group'. There can be many Steering Groups that feedback to the Apples PPG, the projects are purposed at the quarterly Apples PPG. This group meet as frequently as needed.

3. **KJ & AP - Presentation from the current Patient Survey** – Action plan attached
4. **BD & AP - Feedback from the Yeatman Project Group** – Meeting was held on Monday 30th Oct with GPs, PPG representatives, CCG (Clinical Commissioning Group) DHUFT (Dorset Health Care) Yeovil Hospital, Yeatman Matron

Option E was the preferred option of making the Yeatman a single site for the three GP practices in Sherborne 'Community Hub with beds' other local services would also be based there; Social Services, Community Matron, District Nurses, Community Mental Health team, possible Day Centre services and third party sectors (tbc).

It was noted that both BD and AP were surprised to find that they were required to vote on the preferred option.

Next steps are to continue with developing the Outline Business Case Review, the aim is to complete this by the end of December 2017.

Apples PPG next steps is to work the practice to understand the requirements of the practice and to support the practice. To liaise with Bute House and Newlands PPG – Next meeting January 31st 2018, BD and AP attending, along with RM, discuss with the GPs prior to this meeting.

RM suggested that the practices are already working closely together and that the GPs are referring patients to each other – PJC agreed that the practices are working closely together but will couldn't confirm if the GPs are referring to each other – **PJC has discussed this with Newlands and Bute House, yes the GPs have referred a few patients to each other.**

5. **Register of next projects** – briefly discussed each project idea - PJC to send out the Register of Ideas to the members, members to email an expression of interest to PJC (Register attached)

RM suggested that the Sheltered Housing project is left with Newlands who will keep the Apples updated.

6. **AOB** - No other business discussed – TR closed the meeting at 7.30pm

Next Apples PPG meeting on Tuesday 27th February 2018