

Meeting: Sherborne Apples Forum (S.A.F.)

Date: Thursday 21<sup>st</sup> May 2015

Location: The Apples Medical Centre

Attendees – Philippa Cannings, Practice Manger (PM)  
Keith Harrison, Dorset CCG Patient & Public Involvement Development Worker  
Alan Harrison, Chair  
Judith Austin, Patient  
Roger Bonelle, Patient  
Madeline Dumville, Patient  
Polly Pollard, Patient  
Susan Green, Patient  
Irene Miller, Patient  
Dy Hart, Patient  
Dr Steve Morris, GP Partner

1. Introductions
2. Notes of the last meeting and any matters arising – No vice-chair, this has been left open.
3. Practice Update –
  - Patient Questionnaire feedback - carried out in February 2015, main issue raised is the Waiting Room and Car Park – more details later
  - Topics for the next Questionnaire - topics include the closures of local hospitals, Clinical Service Review, Federation – aware that we may not be able to change/action these points, other topics to be included relate directly to the practice –action this questionnaire in the autumn.
  - Young Members to Join – PJC has been informed that there are a couple of six formers from the Gryphon school who are interested in joining, Keith and Alan is meeting Lizzie Kingsbury, more to follow. (Keith to email PJC the name of the new point of contact Jacky)

CCG Update – 6<sup>th</sup> May PPG Membership Event

- Keith talked about the Membership Event meeting, what other PPG are doing with regards to fundraising, Educational events, promoting their groups

CSR Update – Keith

- Themed mobile bus will be in Sherborne (Keith to inform PJC of dates) informing patients of their findings so far and a chance for the patients to give feedback

Federation Update – Keith/PCJ

- Acorn Health Ltd includes 9 practices within the locality, still keeping individual practices.
4. Future Events –
    - SAF agreed to carry out a fundraiser to assist the practice in buying more/changing the seating in the Waiting Room –

Steering group formed – Judith, Madeline, Irene and Dy – this group will put together an Appeal, including our aim, target, and timescale – leaflets to hand out to the patients asking for suggestions (along with a deadline) throughout the month of June, PJC to email the Virtual Group for ideas then the actual appeal once its been constructed.

Ideas for a Fundraiser – Meet your GP on a Saturday; invite other service providers to attend, cake stall, coffee mornings, raffles – Design a poster to show how much we have raised to be displayed in the Waiting Room.

Steering group first meeting – Wednesday 27<sup>th</sup> May 2.30pm Conference Room

- PPG Awareness Week – w/c 1<sup>st</sup> June

Keith (Louise outsider provider)/Alan & Madeline to promote our SAF on Monday 1<sup>st</sup> June in the morning – This will be put in the Blackmore Vale/Western Gaz.

Appeal to start on 1<sup>st</sup> June – leaflets to be ready by this date.

- Sherborne Health and Wellbeing Event 2015 – Wed 24<sup>th</sup> June, Digby Hall 12noon to 6pm, SAF members (Judith, Vic and Doreen Harris, Val Waterfall, Madeline and Jane Turner) kindly agreed to share refreshment duties with Newlands (PJC to sort a rota) CCG to provide the refreshments

HCA (Ruth King) and Admin (Tracy King) will provide simple Health checks along with Bute House, Newlands and Yetminster – HCAs are meeting to arrange times etc.

The Apples MC to provider privacy screens – PJC to email Keith to arrange collection

- Dementia Steering Group – This event took place on Tuesday 19<sup>th</sup> May, Dr Tweedie attended – Keith to keep us informed
5. Number of DNA's – 34 in the last month, 198 virtual members and 46 postal members
  6. Newsletter due out 1<sup>st</sup> July – suggested looking at other Practice Newsletters, this are actioned by their own PPG

Next meeting will be our first AGM, starting earlier at 6pm on Thursday 20<sup>th</sup> August 2015 in the Conference Room.