

PPG Meeting Minutes

Wednesday 11th April 2018 18:30

In attendance: SP, RL, Louise Masterson, Laura Dransfield-Forsythe, HF, AH, MH, MK, TW & HB.

Apologies: DF, DV, JH, BW & JM.

SP & RL (CCG Representatives)

PowerPoint presentation. Own notes made on individual handout. Conversation after presentation on social isolation, community care and proactive approaches to this. Suggestions of getting a walking group together either at weekends or lunchtime or to signpost patients to already established walking groups. Louise to chase up with SP/RL the Out of Hospital poster that was discussed and this will be sent to all team members via email.

MH

A thank you to HF and all of his work within the PPPG. He keeps us updated and we are lucky to have him do this.

Practice & New Build update:

We are awaiting the legal agreement between ourselves and the CCG. Lawyers are within talks currently.

AOB:

Jon Moll:

Welcome back to Jon Moll, who has re-joined the surgery in the role of Business Manager working 1 and a half days a week.

Baby news:

Louise Masterson (Operations Manager) will be going on Maternity in September – Congratulations and best of luck to her. Laura Dransfield-Forsythe and Jon Moll will be covering her workload.

Speaker – SN:

Louise to try and set up SN to speak at an upcoming PPG meeting.

Agenda:

For each PPG meeting to have a standard agenda with members adding to AOB. These can be kept individually or passed on to Louise or Laura to add to the agenda list in advance.

Initials:

MK suggested for full names to be used on the minutes instead of initials for ease to newer members. This has been actioned however Louise will edit before posting on the website due to confidentiality.

N.A.P.P:

Louise and Jon to look into N.A.P.P (National Association for Patient Participation) and joining. HF to ask for more information on this at the next PPPG meeting.

Doctor plaque:

Dr Meaden's name plaque is still located outside the front of Cape Road Surgery. To be removed. This has been actioned.

Extended hours:

Suggestion of adding the extended hour clinics on the next Newsletter as a way of reaching more patients. Laura will action this.

Next PPG Meeting Wednesday 11th July 18:30-20:00.