

## **Brant Road and Springcliffe Patient Participation Group Committee Meeting**

**1200 hrs 17th October 2017**

### Attendees

Alice H	-	Chair
Colin F	-	Secretary
Ivan K	-	Committee Member
Karen S	-	Practice Member
Vicky D	-	Practice Member
Michael H	-	Committee Member
Helen K	-	Committee Member
Lesley J	-	Committee Member

### 1. **Welcome**

The Chair welcomed everyone to the meeting.

### 2. **Apologies**

None.

### 3. **Minutes and Actions Arising**

The minutes from the previous meeting were agreed. The Chair noted three outstanding actions which were confirmed as having been completed.

### 4. **NAPP e-Bulletin Sept 17**

The Secretary highlighted that the NAPP bulletin highlighted that the requirement for PPGs and their role was now enshrined in the GMS Contract document. The Committee were asked to review the relevant sections and having done so were content that the requirements were being met.

### 6. **Merger Update**

Karen S stated that the merger of the Brant Road and Springcliffe surgeries was progressing well. Letters had gone out to all patients' addresses of both surgeries advising them of the merger. There are two planned public consultation dates, one at Springcliffe (18 Oct) and Brant Road (24 Oct). The Chair and Secretary advised they were both attending the public consultations to support the GPs and engage with patients.

7. **Patient Council Update**

The Secretary briefed the Committee on the last Patient Council meeting which is attached to these minutes as Annex A.

8. **Charity Application**

The Secretary advised that he had completed the application for funding for the Waiting Room Media and Patient Calling system as agreed at the last PPG Committee meeting. It was anticipated that the application would now be considered in the Bromhead Charity November meeting.

9. **New Projects**

Karen S raised the issue of what the Committee should undertake for their next project. This was discussed although no decision was made. It was agreed the Committee members would give some thought and bring suggestions to the next meeting.

**Action: All**

10. **Coffee Morning and Patient Survey**

Karen S raised the issue of holding a coffee morning to raise funds to help purchase new toys for the children's play area. Following discussion it was agreed to hold a coffee and cake morning for the next Committee meeting in December and to start at 10am then if needed to hold a formal Committee meeting at 1200 hrs.

11. **Any Other Business**

Karen S stated that the new mural was starting to get chipped but Les S had offered to purchase perspex if the Committee could measure and cost what was needed. Michael H agreed to do this.

**Action: Michael H**

12. **Next Meeting**

The next meeting will be at 1000hrs on 12 Dec 2017.

**Summary of key points from CCG Patient Council Meeting 10 Oct 17**

For this meeting I took our Chair along to see how the Council does business and she had a valuable insight into what goes on.

There was an action to develop a patient survey on the GP Five Year Forward View plans including 7 day access. Healthwatch advised they are planning to conduct a survey in all GP surgeries in the last two weeks of October in agreement with Practice managers. Following discussion on the lack of notice to PPGs they agreed to circulate a copy of the questionnaire to the Patient Council members via the CCG.

A glossary of abbreviations used in the NHS was issued and have circulated an e-copy for you all.

There was a presentation from the Director of the Urgent Care Programme on that element of the STP. A lot of work is currently being done with schools and colleges to educate students on what A&E is there for and the alternatives available. Ultimately it is a long term process to change public attitudes.

The Lincolnshire Neurological Alliance handed out a copy of a new two part information passport. The aim is for these to only be handed out by GPs to those in need and not left in surgery's leaflet boxes due to the limited number available and cost. Healthwatch is currently negotiating how to get these passports out.

There was a presentation by the Chair of NAPP on a new project on Enabling PPG Engagement for the Lincolnshire area. He suggested there would be networking sessions with other PPGs, links to resources and sharing of good practice.

Member updates

The Coeliac coordinator advised that new guidance had been issued to enable coeliac sufferers to have the flu jab.

Nettleham PPG held their Health Awareness Day at a local venue in conjunction with running a flu jab session which increased numbers and worked well. Something for us to consider next year if the surgery is in agreement.