

Patient Participation Group Meeting held at The Stag Medical Centre  
Minutes of Meeting Thursday 14th February 2019 at 5.30pm

Present

Tony Robinson (Chair).  
Pippa Harder (Treasurer).  
Jean Toner  
Frank Rees  
Christine Pigg  
Ralph Yeo  
Steve South.  
AA Zaidi

Apologies

Megan Hawley  
Heather Hind  
Jayne Griffiths  
Len Wilson  
Liz Higgins  
Margaret Dennis

Abbreviations used:

Care Quality Commission	CQC
Clinic Commissioning Group	CCG
Clinical Reference Group	CRG
National Association of Patient Participation	NAPP
Rotherham, Doncaster and South Humber NHS Trust	RDaSH
Dementia Action Alliance	DAA
Active Always	AA
Enhancement Service Specification	ESS
Did Not Attend Appointment	DNA

Tony Robinson (Chair)  
Ground Rules Reminder (on laminated cards)  
Terms of Reference (on laminated cards)

**1.0. Welcome and introductions**

1.1. Apologies were noted.

**2.0 Group Business**

2.1 Approval of minutes of last meeting held Thursday 11th December 2018.  
2.2 Matters arising

**3.0 Newsletter**

3.1. The group has planned to produce a summer newsletter and Tony asked everyone to put forward any items that they felt would be interesting to patients and the local community. Once we have sufficient suggestions Tony will arrange for a meeting with Eileen Brooks and a sub team to progress the Newsletter.

**4.0 Sight & Sound Support**

- 4.1 Steve updated the meeting about his meeting with the Sight & Sound. Having met with them he has discussed several options to aid funding. It's looking more positive for them to continue. Steve will update the group at the next meeting of any progress.

## **5.0 Health Awareness Promotion**

- 5.1 Pippa ran a Cancer awareness stand at the Stag Medical Centre in January with support from Be Cancer Safe.
- 5.2 The group agreed to run a "Make Time for a Cuppa event in March. This is to support Dementia UK. Tony and Pippa will organise the event but would welcome support from the group and anyone else who can help.

## **6.0 Practice News**

- 6.1 Jean gave the group an update on how the drop in sessions for patients needing in day appointments are going and how the Care Navigation process that the receptionist use helps direct patients to the care they need. This can often be direct to others pathways such as Physiotherapy or the Nursing teams.
- 6.2 Jean updated the group about bid progress by the practice which goes through the GP Federation to support patients and Carers of Dementia sufferers.

## **7.0 Any Other Business.**

- 7.1. Frank Rees has kindly agreed to help support with the groups finances by looking after the petty cash transactions. Tony and Pippa welcomed the support from Frank and will liaise with him in the near future.

Next Meeting 5.30pm AGM Thursday 11th April 2019

TR08/03/2019