

Patient Participation Group Meeting held at The Stag Medical Centre

Minutes of Meeting Thursday 14th December 2017 at 5.30pm.

Present

Elaine Laurie (Chair)
Tony Robinson (Secretary)
Iris Wilde (Treasurer)
Ralph Yeo
Jean Toner
Pippa Harder
Margaret Denis
Christine Pigg
Heather Hind

Apologies

Steve South
Tony Drew
Sandria Gilling
Jenny Drew
Chris Peters
Christine Pigg
Len Wilson
Mr AA Zaidi
Peter Appleby

Abbreviations used:

Care Quality Commission	CQC
Clinical 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

Elaine Laurie (Chair).

Ground Rules Reminder (on laminate cards)

Terms of Reference (on laminated cards)

1. Welcome and introduction

- 1.1 Elaine introduced new group member Ralph Yeo and apologies were noted.
- 1.2 Tony informed the group that Jenny and Tony Drew are going to stand down from the PPG but will remain as virtual members. The group wishes to pass on their thanks for their hard work and commitment in getting the group established and becoming one of the strongest groups nationally.
- 1.3 Elaine informed the group that Gill Stokes has moved away. The group wish Gill all the best in her new home and passed on their thanks for her valued help over the years with the PPG.

2.0 Group Business

- 2.1 Approval of minutes of last meeting held Thursday 9th November 2017.
- 2.2 Matters arising

3.0 Rotherham Sight & Sound

- 3.1 Sue Hill gave an interesting talk about the Rotherham Sound & Sight group and the excellent services which they deliver to people with a visual impairment and deaf people. The group were shown various items to help people with sight and hearing difficulties. The group thanked Sue for coming along and giving a detailed insight into the organisation.

4.0 Flu Day Updates

- 4.1 Elaine Flu Day Report 2017:
The flu days went well thank you to all who volunteered and made it a success.
Thank you for the prizes that were donated and the donated cakes baked by the PPG the staff and a big thank you to Steve Souths daughter who contributed some wonderful cakes.
The raffle table ran smoothly organised by Iris and all who helped.
The help of selling raffle tickets by Christine Peters and me.
Ushering by Pippa and Peter did a stint or two.

The lovely Christine on the cakes and I stepped in on a couple of occasions when Christine had other commitments.

The Bulk of the money raised will be divided between Shiloh and the Drop In for autism and learning difficulties with the remainder going to the support café account.

The Staff worked very hard and I think at the last one we were all plum tuckered I know I was.

If I have left any one out I do apologise I am most grateful because we couldn't do it without volunteers. Once again thank you.

- 4.2 Jean also thanked all the volunteers and stated how grateful the staff are for their help for helping and making the Flu days run smoothly.
- 4.3 Iris stated informed the group that the proceeds from the Flu days totalled £1712.39 and the two charities Shiloh and the local autism group would each receive £700 and the balance would go to supporting the Carers group. This was proposed by Iris and seconded by Tony R.

5.0 Practice News

- 5.1 Jean informed the group that the Admiral Nurse Beth Goss-Hill was going to be taken become full time working for the practice. The group all agreed this was excellent news. Jean is also looking to promote to the health authority of the benefits the Admiral Nurse is bringing to the patients.
- 5.2 Jean suggested that as Ralph has experience in technical editing, it would be good if he worked with Pippa and Beth on the publicity material.
- 5.3. With Dr Abbey retiring at the end of January, Jean was going to invite her to the AGM. Dr Muthoo will become the lead partner.

6.0 Newsletter

- 6.1 Tony stated that the group would look to produce a Newsletter in the Spring, and asked the group to consider subjects for interesting articles.

7.0 Any Other Business.

- 7.1 Elaine informed the group that the Carers sub group had taken the regular attendees to the Carlton Park for lunch. Heather stated that she was disappointed that she had not been told about the lunch.
- 7.2 Pippa circulated the "Helping to choose the right care first time leaflet" that has been created by the CCG. Ralph commented that white text on a yellow background can be very difficult to read for many people.
- 7.3 Pippa stated that the Rotherham Parents forum are pleased that the practice is looking into Autism support. The group will be looking at moving this forward in 2018 as the practice fully supports the project.
- 7.2. Heather has attended a social prescribing run by VAR and stated that Barry Wild would come and talk to to the group about the services offered. Jean suggested this was to held at the February meeting and that it would be useful if Beth Goss-Hill attended.

Next meeting AGM 5.30pm Thursday 11th January

Meeting Closed at 18:30
TR 3/01/2018