

**Patient Participation Group Meeting held at the Stag Medical Centre
Minutes of Meeting Thursday 20th June 2019 at 5.30pm**

Present

Tony Robinson (Chair)
Pippa Harder (Treasurer)
Jean Toner (Practice Manager)
Ralph Yeo
Frank Rees
AA Zaidi
Heather Hind
Margaret Denis
Len Wilson

Apologies

Jayne Griffiths
Steve South
Christine Pigg
Liz Higgins

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
Did Not Attend Appointment	DNA

Chair – Tony Robinson

1 Welcome and Introductions

1.1 Apologies noted

2 Group Business

2.1 Approval of minutes of last meeting 9th May

2.2 Matters Arising

3 Book Sales

3.1 The sales of the books have started to drop, so the group agreed to relaunch the book sales.

New posters will be made and promotion will be made on our media outlets.

It was agreed to offer six books for £1 to help increase income.

4 Flu Clinics

4.1 The 2019 Flu Clinic dates have been circulated. Tony asked that group members consider if they can support the Clinics.

4.2 It was agreed that to consider if Big Ted from the hospital could help support the children's Flu Clinic which will have again have a Halloween theme.

5 Health Awareness Promotions

- 5.1 Pippa informed that first Patients Parents Carers Cafe went well. The planned Cafe for the 14th June has been postponed, this would not impact on future cafes.
- 5.2 The CCG are running a Healthy Rotherham event on the 3rd July at the New York Stadium, this will be followed by the CCG AGM at 12:30.
- 5.3 There is a Dementia Awareness session planned by Crossroads for the 10th July, if anyone is interested please contact Pippa.
- 5.4 Pippa gave an update on the key points discussed at the recent Rotherham PPG meeting.

6 Practice News

- 6.1 Jean informed the group that the Practice was suffering a high number of IT problems and that the help team were stretched to resolve system issues. This results in an enormous amount of additional paperwork for the staff.
- 6.2 The Rotherham Health App is also having a few problems. Jean asked that anyone having problems with the app feed it back to the practice.

7 Newsletter

- 7.1 The group suggested a couple of changes to the photos in the draft Newsletter and Pippa and Ralph are to meet Next day to update the images. The Cafe sub group asked that they had sight of any articles relating to Cafe. With the need to get the Newsletter published it was agreed to make a minor amendment of the article, however it was agreed that in future the Cafe sub group would have more involvement and sign off any related articles.

8 AOB

- 8.1 Tony circulated the latest patient feedback comments to the group, overall the comments were mainly positive.
- 8.2 Mr Zaidi informed the group that he has been appointed as a lay governor at the hospital and asked if this may conflict his position on the PPG. The group all agreed this would be of a benefit to both groups and congratulated Mr Zaidi on his appointment.

Next meeting Thursday 11th July

TR 30/06//2019

