

## Patient Participation Group Meeting held at The Stag Medical Centre

Minutes of Meeting Thursday 10th August 2017 at 5.30pm.

### Present

Elaine Laurie (Chair)  
Jenny Drew (Vice Chair)  
Tony Robinson (Secretary)  
Peter Appleby (Treasurer)  
Iris Wilde (Treasurer)  
Gill Stokes  
Len Wilson  
Pippa Harder  
Margaret Denis  
Christine Pigg  
A.A. Zaidi  
Chris Peters  
Becky Hutson  
Tony Drew

### Apologies

Sandria Gilling  
Jean Toner  
Richard Gleadhall  
Steve South  
Heather Hind

### 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 welcomed everyone to the meeting.

Apologies were noted. Andrew Mallender has moved to Louth so longer be part of the PPG. The group wish Andrew well in his new home and thank him for contributing to the PPG.

A prayer was said by Pippa with the group for Heather and Peter as he is very ill.

### **2.0 Group Business**

2.1 Approval of minutes of last meeting held Thursday 13th July 2017.

2.2 Matters arising

### **3.0 Practice News**

3.1 Becky confirmed that Beth Goss Hill has been appointed as the Admiral Nurse for the practice, Beth will also be working at Rotherham Hospital. This is great news for the practice.

3.2 The counselling room will be designated as the Dementia room. Iris stated that there are funds available to help equip the room. The room will still be used for counselling.

3.3 The receptionists are now using a care navigation template to guide patients to various pathways including physiotherapy, pharmacy, midwifery.

3.4. The practice are also having a part time physiotherapist working at the surgery.

### **4.0 Picture Sale**

4.1 Peter was asked to liaise with Jean and Sandria to sort out the mounting of the competition photographs. The prices will also be attached to the existing photos ASAP as they are now all for sale.

## **5.0 Carers Cafe Name**

- 5.1. After a careful consideration amongst the group it was agreed to rename the “Carers Cafe” to “Carers Friendship and Support Cafe” this was proposed by Pippa and seconded by Iris.
- 5.2 Pippa is to draw up a design for a new poster and circulate to the group.

## **6.0 Fund Raising and Spending.**

- 6.1 Elaine ran a Garden Party with a friend and raised £300 towards the Cafe funds. The group thanked Elaine for her efforts in raising the money.

## **7.0 Flu Days and Charities.**

- 7.1 The dates for the Flu Clinics are being finalised at will be circulated at the Flu Day preparation meeting which is to be held on the 8th September
- 7.2 Elaine suggested that Shiloh Rotherham would be a worthwhile charity to consider. Len said that they are currently providing around 200 meals a week supported around 1000 needy people in the Rotherham area. As well as meals Shiloh looks to help people advising them on various pathways to help improve their lives. The group agreed that Shiloh should receive a portion of the funds raised at the clinics along with the A local drop in group that supports Autism which Iris suggested.
- 7.3. It was agreed that raffle prizes would be donated by the PPG and the practice rather than asking local businesses to contribute.

## **8.0. Any other business**

- 8.1 Tony Drew asked if there was an issue with the MJOG App as he had downloaded the App but couldn't get it to connect. Becky stated that there has been issues with the app on certain Smartphones. It was presumed that work was in hand to fix the faults by the national team.

Next meeting 5.30pm Thursday 12th October 2017.

Meeting Closed at 18:30  
TR.