

**Staunton and Corse PPG:
Minutes of Meeting at Pillows Green Dated 27th February 2019**

Present: Norman Davis
Jenni Fenech
Malcolm Harley
Susan Knox (Chair)
John Leask
Donald Peach
Ann Watkins

Apologies: Sarah Bryant
Anne Turner

1. Welcome and Apologies.

Members were welcomed to the meeting by the Chair, Sue Knox, who presented apologies from Sarah Bryant, who is unwell and Emma Newbould (see 3 below).

2. **Minutes of the previous meeting** dated 9th January 2019 were tabled, read and approved: proposed by Norman Davis and seconded by Malcolm Harley.

3. Matters Arising.

New Members: Sue announced that Emma has decided to join a different health-related group and therefore tables her resignation from the Staunton and Corse Group. Anne Turner is keen to attend our PP Group and, although otherwise engaged today, will be attending future meetings as a new member.

Meeting Facilities: Results of the discussion involving a suitable meeting place for future sessions were clearly visible by our attendance today at Pillows Green. Malcolm stated that Mr Padfield had offered the use of the room and facilities at no charge, other than a contribution to the running costs. Sue thanked Malcolm for securing the arrangements and she will write to Mr Padfield, thanking him for his generous offer. Ann Watkins will take custody of the PPG crockery and arrange for this to be brought to the meetings for our use, though cups and a tea urn are available on site, should we need them.

Chair's Report for 2018: Sue reported that she had forwarded an edited copy of her report to Parish Councils and stated that PPG members had volunteered to attend meetings and speak in person if they required.

Travel Expenses: Sarah had confirmed that travel costs incurred by PPG members in support of group activities would be supported by the Practice and mileage claims should be submitted via Sue.

4. **Surgery Update:** Sarah Bryant was away on sick leave, Dr Chambers was due to attend, but did not arrive so there was no update.

5. **Spring Newsletter:** Publication date was scheduled for the middle of March; Donald said that he had contact Sue, Sarah and Maggie with a suggestion that we focus the Spring Edition on exercise and highlight Health Walks. Discussion ensued with John identifying a local walk of an easy nature suitable for use and Donald advising that these are formal walks and that, whilst organisers welcomed local input, he should contact them with the details and they could add it to their list (<https://www.walkingforhealth.org.uk/walkfinder> (last accessed 26/02/19)).

Jenni and Sue suggested that the information should also include details of village classes such as Yoga, Tai Chi and Pilates. Malcolm pointed out that some of these sessions were for patient referrals only and so may require a referral letter. In summation, these additional activities would be mentioned together with the need to check on availability with the session organisers. Norman highlighted the fact that the Parish Council website holds details of these activities and so readers should be referred to the site listing for full details and contact details. Jenni volunteered a future article on Carers and Carer Support Networks and it was agreed that this should form the focus for the Summer or Autumn Edition.

Discussion again ensued over the format of the Newsletter, as it had now been agreed that we will be distributing copy via a Parish Magazine insert. Over 600 copies of the Newsletter will be printed by the Practice and in the future we should consider an A5 format rather than A4, as the sheet will be folded for insertion in the Parish Magazine. Donald will experiment with this, but for the Spring Edition it will remain as an A4 sheet.

There are still a few Parish Councils to be contacted regarding the Newsletter insertion; Jenni and Sue agreed to contact these and secure their approval.

Malcolm raised the issue of the foyer table and display of PPG literature such as the Newsletter; apparently nothing had been changed yet. He is to follow this up with the Practice.

6. **Activities Leaflet for Older People/Carers:** Sue had distributed this to PCs but had had no feedback. The final version was now in preparation and we were all asked to proof read a section that would be distributed to us in the next week or so. **We are asked to use the contact details for each entry on the sheet we are given and check with the organiser that the date time and location for the activity are correct.** This should be fed back to Sue with any corrections to allow for publication by the end of March.

A comment was made that no 'Church Club' activities were listed; it was stated that generally these were for the younger members of the Parish, however, where Lunch Clubs for the elderly were concerned, these had been incorporated in the listing.

7. **Raising Profile of PPG in 2019:** A number of organisations were to be targeted and we were asked by Sue to act as volunteer speakers to detail what it is that the PPG aims to provide for the patients within the Practice catchment area. Jenni had been surprised by how little was known about the PPG by Parishioners in general and we all agreed that a visiting speaker to organisations like the Mother and Toddler Group, the WI, Lunch Groups etc would help raise our profile and perhaps encourage further involvement by patients within our Parishes.

Sue and Jenni will produce a script which might include a short PowerPoint presentation for use with larger groups. Ann, Malcolm, Jenni, Donald and John all volunteered as potential speakers.

8. **Communication and Meetings:** TNS Locality Group meeting is to be held in Newent on 12th March 10.00 – 12.00hrs; Sue, Jenni and John probable attendees. PPG Gloucester Network to be held on 17th May at Churchdown; Malcolm and Jenni possible attendees.

The national Association of PPGs Conference is to be held in Cheltenham on 15th June. Anyone like to attend?

9. **AOB:** Malcolm highlighted a patient request for onsite physiotherapy facilities to be made available. An initial discussion he had with Sarah suggested that there is insufficient space and facilities for this to be made available, however, as Sarah is not here to comment further, no response can be made to the patient at the moment. Malcolm will contact the patient and indicate that the request has been passed on and an official response from Sarah will be forthcoming.

Jenni raised the issue of a change in contracting of carers support services in Gloucestershire. Carers Gloucestershire has lost the contract for support services and this has now been awarded to a Midlands based firm called People Plus. The new contractor officially takes control on 1st April and in the meantime the phasing out of Carers Gloucestershire begins. There is a definite fear that People Plus will not have the local knowledge and support from sponsors currently enjoyed by Carers Gloucestershire and existing staff are understandably concerned over jobs and their future employment. Jenni wondered whether there was anything the Practice could do to assist carers who might find the transition difficult and be in a position where the necessary support is either lacking or 'patchy' whilst the new provider sets up their operation in what is currently Carers Gloucestershire's premises and recruits staff?

10. **Next PPG Meeting:** Sue proposed that the next meeting be a joint meeting as Drs Whittle and Chambers have not been in attendance at the previous two joint meetings. This to be put to the Practice as the next meeting is scheduled for the 24th April 2019 at 12:00hrs. The location will be confirmed prior to the meeting, but we should assume that it will be Pillows Green unless otherwise advised.

Meeting terminated at 13:35hrs.