

Staunton and Corse P.P.G

Minutes of the Group Meeting held at the Surgery on 9th November 2016

PRESENT

Sheila Golightly
Jane Evans
Ann Watkins
Sue Knox
Jane Rose
Malcolm Harley
John Leask
Norman Davis
David Bubb

SURGERY REPRESENTATIVE

Caroline Charles
(Part Meeting Only)

1.0 Welcome and Apologies .

The Chair welcomed Members and in particular David Bubb who has agreed to help with the production of the quarterly newsletter .

There were no apologies .

2. 0 Minutes of the last meeting held on 28th September 2016 .

The minutes were approved as being a true record of discussion .

AW. proposed and J.E. seconded that they be approved .

3.0 Matters Arising .

N.D. questioned C.C. whether the support and assistance given by P.P.G. at the Flu Sessions was valued by attending Surgery Staff . C.C. stated that the efforts of PPG members was very much appreciated and thanked all concerned .

M.H. referred to the car parking difficulties experienced on the 13th October session when , owing to the late arrival of the Doctor , gridlock occurred in the Car Park . MH questioned whether it was possible for a standby Doctor to be available to prevent a similar occurrence next year . C.C. stated that she was examining alternative arrangements including holding sessions on a Saturday and alternative venues , C.C. will discuss alternative options with the Doctors and report back at a future date .

4.0 Website

S.K. informed the meeting of the progress she was making on the development of the new Website P.P.G. entry . S.K. questioned whether all Members had seen the latest version Of the updated page . Several had successfully viewed the latest version but others had difficulty in opening the updated page . S.K. will assist by reaffirming the link .

S.K. was thanked for her excellent work on behalf of the Group .

A photograph of P.P.G. Members Group was taken for inclusion in the website .

5.0 Purpose and Aims for the coming year .

After detailed discussion it was agreed that this year's aims were as follows :

5.1 To promote the PPG section on the new Website when it is installed .

5.2 To identify the location of defibrillators in the practice catchment area and to assist in the setting up of training courses when required .

5.3 To initiate and promote talks with/by Village Agents

5.4 To promote and publicize the availability and benefits of WELLBEING examinations .

6.0 Winter Newsletter .

The Chairman thanked David Bubb for volunteering to produce future newsletters following the retirement of Elizabeth Wilkins . The Chair outlined the normal sequence of events in compiling the content of the newsletters which was in essence seasonal . It was explained that Elizabeth would be willing to give advice to David if requested .

The Chair then requested Members to identify items /issues that could go into the Winter Newsletter as soon as possible so that David could start on the compilation . It would also advise/inform. C.C.. of suggested topics for inclusion in the newsletter which could be discussed at our meeting on 30th November . The question of who will do Rachell's " Tips for Winter " will also need to be discussed at our meeting on the 30th November .

7.0 Correspondence .

The Chairman informed the meeting that Caroline would provide Surgery News for the Winter Newsletter at our next meeting. Other correspondence received included communications from Healthwatch , NAPP E bulletin and the Suggestion Box .

8.0 Any Other Business

The Chairman advised the meeting of letters in the Suggestion Box .

- One letter was a complaint regarding the lack of publicity setting out the arrangements for the flu vaccinations in the Ashleworth Area . The Chair stated that such information was contained in Parish Magazines and also in the Summer Newsletter reminder box . Notices were also displayed at the Surgery . Chair to discuss complaint with Caroline.
- Two letters were received regarding the delay in producing the Summer Newsletter .
- A further letter was received complaining of the difficulty in successfully extracting tablets from the bubble wrapped drug packs . Often the tablet broke in two as a result .

9.0 Date and Time of next meeting .

- **The next meeting will be held at the Surgery on 30th November starting at 12 noon .**

Regarding **future meeting dates** it was suggested that PPG meetings coincide with Parish Council meetings which are held at 8 week intervals starting in March 2017 . For information the various meeting arrangements are as follows.

- Corse Parish Council meet on the 1st Tuesday of the month
- Hartpury P.C. meet on the 1st Wednesday .
- Staunton P.C. meet on the 2nd Tuesday .

After discussion it was suggested that ,subject to agreement by C.C. ,that the first joint meeting would be held on Wednesday 1st March 2017 . In anticipation of agreement the Chairman has made a provisional booking . Confirmation of the 1st March start is to be agreed at a Group Meeting on the 18th January 2017.

