

Minutes of Rolle Patient Participation Group Meeting : Tuesday 12th Sept 2017

1. **Present:** Bob Bryant, Gerald Smith, Prue Mitchell , Christine Stredwick , , Edward Wilkinson, Kay Foster, Sue Aubrey, MikeVal Davies Rachel Laybourne (minutes)
2. **Apologies:** Linda Kay, Ann Membery, George Alexander, Audrey Godfrey, Wendy Malone
3. **Welcome New members & Draft leaflet for new/potential members**

Bob explained that after recently talking to Kay he had realised that new members were not really aware of what the group were aiming to achieve or had achieved in the past, as a result of this a draft document had been produced as a guide as clarification, this had been sent out prior to today's meeting. Bob explained to the group that it was felt the current weakness was obtaining new members; he said Kay had offered to help with this and will be looking into ways of doing this online.

Action: Members to read through draft copy of leaflet and email Bob if any changes or comments.

Action: Bob to send a copy of the constitution to Kay and Sue

4. **Communication with patients**

Bob suggests a data base of people who have shown an interest in the PPG in the past so that they can be contacted with updates.

ACTION: The list of email addresses need to be collated. Clarify with LK if Rolle secretaries can do this.

5. **Use of Web site & waiting room TV**

Kay had offered to take on the role of this. Rolle have a TV screen with rolling information and a facebook page set up . Rachel explained anything can be emailed to the secretaries it can be placed on both the screen and the facebook page. This can be sent to rolle.secretaries@nhs.net

6. **Mindfulness Course for Rolle patients**

Prue is meeting with Gail leader next week to go through the process for this with a view for her to start meeting the nominated patients from 23rd October. A discussion took place regarding funding for future sessions and where this can be obtained from.

Bob suggested that publicity could be gained from the legacy money the practice has obtained, the PPG could gain publicity around this story. The PPG's charity status was discussed because it would be cheaper to sell the donated teapots on Ebay as a registered charity and whether it was worth applying for charity status, it was decided it was not as it was expensive and time consuming.

ACTION: Sarah Andrews husband Tom to be asked to sell the teapots on Ebay on behalf of the PPG.

7. Practice managers session Flu Clinic

Linda Kay was on leave and so not able to speak today. The main flu clinics are being held on Saturday 7th Oct and Sunday 15th October. Gerry is in the process of making a leaflet that can be handed out to potential new recruits which includes a list of the equipment that has been provided by the PPG for the surgery. There are T-shirts available for the PPG to wear instead of badges. It was decided a PPG raffle would be promoted at the Flu clinics with the draw taking place at the PPG October meeting.

A rota was decided on for PPG promotional cover at the flu clinics:

Saturday 7th Oct-9-10am Kay, 10-12pm George, 12-1pm Edward, 1-3pm Christine.

8. Feedback on CCG and other meetings attended by members of Rolle PPG

Bob explained a meeting of all the PPG chairs was taking place today but he was unable to attend as it had clashed with the PPG Rolle meeting. There was another meeting taking place at Budleigh hub this afternoon and both Mike and Edward were attending this.

ACTION: Bob will pass Kay's name to Dave Bassett so that she may become more involved if she wishes in the other meetings that take place.

Prue said the GP's from Rolle went to visit the Budleigh Hub on the 7th September, she explained there were lots of ideas and enthusiasm. She gave the group an over view- there is a day centre and a nursery and the plan is for both groups to eat together . There are learning disability clients cooking in the kitchen. It is open 8am-8pm and is run by Westbank which is a not for profit organisation. Prue said in the future it may be a great place to hold events and talks.

ACTION: Bob will contact the Budleigh Hub to arrange a tour for the PPG.

Gerry said he had spoken to Dr Willcock about the talk he had done on Dermatology and mentioned the disappointing turn out. He said Dr Willcock had suggested directing it to a contained audience such as a home or a playgroup.

9. Report from Treasurer (Ann)/ Fund raising

Ann was not present today-apologies. Bob advised there is currently £1333 - 69p in the bank account. Books raised another £85.39 last month and the teapots had raised £75.

10. Any other business

Sue explained she had been working with the arrhythmia nurse Linda at the RD&E who had recently ran 2 successful patient days. As the last previously well attended talk by the Rolle PPG was on cardiology it was suggested this may be a popular subject to have a talk on. Prue then explained the role of the new palliative care doctors employed by the RD&E which led on to a discussion about Hospicecare home service which enables patients who wish to die at home to be able to do this with their support. It was agreed it would be helpful to set a rolling programme with a list of talks and dates set in advance and that this may be suitable

to run in conjunction with the other PPG's, with the suggestion this could take place at the Budleigh Hub or in the Rolle waiting room. Functional medicine was discussed and suggested as a talk topic.

ACTION: Sue will ask Matt Lovell if he would provide us with a talk

Mike wanted to raise how Marianne had been treated as he had felt she did not have a right of reply. Bob explained why she has been removed following a complaint about her behaviour and in support of the Practice staff. He said he would communicate with Marianne on this subject.

11. Date of next meetings

KF asked if the meeting dates could be regularly set and the second Tuesday of the month was agreed on. For October Bob will look into arranging a visit for the group to visit the Budleigh Hub and the 17th October is the proposed date of this. The following meeting dates will be 14th November, 12th December and 9th January.

Meeting Closed 11.30am