



Minutes of Meeting held at 7pm on Wednesday 27th June 2018

Present Barry Lynch (Chairman), Dr Mark Howcutt, Ellen Solley (Practice Manager) and 21 members. Apologies from Brenda Williams, Michael Smith, Sue Bringham, Catherine Brogan, Diana Brown, Andrea Smith, Angela Rainbow & Jan Backhouse.

1. The Chairman welcomed everyone and thanked them for their attendance.
2. Welcome to Helen Smith who talked about the work of Healthwatch Bucks which is predominately funded by Bucks County Council. A copy of her presentation is attached.
3. Practice Report

Ellen reported that Dr. Latif who started in April was settling in well and very happy. There will be 2 new registrars starting in August and Dr. Scales continues on long term loan. Carers Bucks have held 2 events in reception, Lasting Power of Attorney and Telecare. Spoke at the Carers Bucks AGM about GPS work and support carers in the practice. Dr. Munir and Ellen were at the Garden Centre for a Carers Bucks afternoon early June. Ellen confirmed that the level of online users who are now registered is 36% of total patients.

A survey carried out Monday to Wednesday was carried out on how many people did not attend appointments – out of 100 appointments with the Practice Nurses 10 appointments were not attended. With the GP 2 pre-bookable appointments did not attend and a double appointment urgent on the day twice did not attend.

GDPR text message from the PPG was sent out to 8200 people with 2787 patients replying to give consent and from that we gained 90 new members.

This year the Flu vaccination will be different for 65 and over and below 65 years of age with a third vaccine for children. NHS has decided not to deliver the 65+ vaccine in accordance with the Contract placed by the Medical Centre and are only going to deliver in instalments during September, October and November. It will mean that there could be some delay to patients when compared to the 2017 programme.

4. Vice Chair of PPG

Dr. Sivaswami Nagraj was the sole PPG member to put himself forward for the position of Vice Chair. He gave a brief resume of his career from starting as a junior doctor at St. Johns to becoming a Consultant Psychiatrist. The Chairman thanked Dr. Nagraj for his candidature and asked the meeting to endorse the election of Vice Chair by a show of hands, the result of which was unanimous.

5. Financial Statement for PPG 200 Club

All members were given a copy of the PPG 200 club accounts and invited to ask questions. In response to a question it was confirmed that the accounts do not require an auditor. The Chairman asked the meeting to approve the accounts by a show of hands. A unanimous vote of approval was given

6. Work Group

Some of the projects currently being worked on are:

- a) Dementia friendly signage
- b) Improved PPG membership by communication to members using text messages and other means.
David Gregory and Barry Lynch will talk to the next 2 U3A meetings to promote the PPG. Try to change the perception within the U3A which has 4 million over all the country and gain collaboration. They have a computer group within the U3A
- c) Give new patients joining the Practice an invitation package explaining the benefits of joining the PPG and what it does.
- d) Refurbish the Notice Board area in the entrance hall. Objective to think about patients who do not have email. We will try to fill the gaps in the notice board.
- e) Training programme for online users. We plan to offer training sessions for patients in use of the "Patient Access" system for booking appointments and ordering medication. The "Patient Access" system owners have recently made major changes to the system which demanded that patients re-register. Patients have not felt that the new system is as good as the earlier version. The PPG will evaluate other systems available for online patient activity in view of the poor state of "Patient Access".
We are looking for someone to join the Working Group to be a co-ordinator for that process and to organise training sessions Additionally if any other members feel they could help as trainers please contact chairman@theppg.org

7. PPG 200 Club

The Chairman passed on Lesley and Bob's apologies for not being able to attend the meeting and gave a brief report on their behalf. The Haddenham Beer Festival takes place in July and we have applied for a grant to support the Medical Centre's current project for dementia friendly signage.

We now have 102 lottery members and hope to boost this number later in the year.

It is hoped to use some of our funds for staging health related events perhaps using the library. A small playlet about dementia has been suggested for September.

8. PPG Terms of Reference

We will email a copy of the PPG Terms of Reference to all members within the month and place it on the Agenda for approval at the next meeting

9. Tyrefighters

David Lindsey reported that "Tyrefighters" has been going for 5 years and he thanked the Practice for the training room being allocated twice a month when the Practice is open on a Saturday morning. He gave an outline of the benefits of people attending Tyrefighters with the emphasis on eating less. He advocated the plate size to be used should be 9 inches and has people in the group who have lost up to 60 lbs. in weight.

Information for dates of meetings can be found on haddenham.net and dinton.info websites.

10. Members Issues

A question had been asked about blood tests for Warfarin users. A Patient reports that it was only possible to book an appointment on a Tuesday which was difficult for him. Ellen said that Tuesday and Thursday are usually the days for people on Warfarin. The patient should speak to Eileen who runs the clinic which can be flexible sometimes.

11. AOB

Dr. Howcutt mentioned that support was needed for members of the medical team who undertake charity events. Dr. West completed a 10k for Action Radiotherapy. Rachel will jump out of a plane again for Alzheimer's and organise a coffee morning.

There is to be a Community Fair in Haddenham in September and the 200 Club has been invited to attend. We will and sell lottery tickets and canvas PPG membership

12. Date of next meeting will be on Wednesday 29th August at 7pm