**Woodland Medical Practice**

**Patient Participation Group**

**Minutes of the meeting held on Tuesday 23rd May 2017 at the surgery.**

The meeting commenced at 14:00

**Members present**: Beryl Jackson, Margaret Inkpen (chair), Teresa Pawson, Jean Rhodes, Tony Westwood, Caroline Barton, Mike Ibbotson (Practice Manager), Jackie Furness, Karen Wray and Deborah Bakewell

**Apologies:** Aileen Calendar (Moving away from area), John Exton and Roger Phillips

**Minutes of the last meeting**: The minutes of the meeting, held on 28th February 2017, were proposed as a true record by Deborah and seconded by Val Phillips and Beryl Jackson.

**Matters arising**:

**Treasurer’s report:**  This was covered during the AGM held 23rd May 2017 and copy of report attached to the minutes relating to that meeting.

**Practice Manager’s & GP’s reports:** These were covered during the AGM held 23rd May 2017 and copy of report attached to the minutes relating to that meeting.

**Money-raising projects report:**  Karen Wray advised everyone that she has arranged a book stall at the Skellingthorpe Gala on Sunday 18th June 2017 between 12 noon and 5pm at Skellingthorpe playing fields. The stall itself does not have a specific cost however the playing fields association do expect a contribution so Deborah Bakewell felt that it would be appropriate if a donation was made from the day’s takings of 10% minimum £5:00 and this was unanimously agreed by members. Arrangements have been made, with Deborah, for a sturdy table and a gazebo (in case of bad weather) to be supplied and the books for sale to be picked up from the surgery, along with the PPG pop up stand, on Friday 16th June and ultimately transported to the playing field in Skellingthorpe by car and trailer on Sunday (10am onwards) in order to set up the stall. Volunteers were asked to put their names on a list of times that they could assist and man the book stall during Sunday.

The aim of the book club money raising efforts remains a permanent patient bench and Karen is to commence researching where this should be located, with Mike Ibbotson’s help, and then provide the PPG with comparisons as to what material should be used and the costs of the overall bench project.

Margaret did point out that the very next day ie: 19th June 2017 was the start of National PPG week and that there is an interesting information booklet described as a PPG Resource Pack available to read from the website. The PPG may refer to this resource pack for future projects.

**Patient Council & Healthwatch:** Margaret Inkpen is still willing to attend various meetings such as Patient Council and Healthwatch and Jean Rhodes may be able to attend depending upon whether she knows the venue has easy access for her and if she is available to attend. Karen Wray and any other PPG member can volunteer to attend meetings, to then cascade information back to the PPG, should they be available to attend. The next Patient Council meeting is to be held at the Bracebridge Heath HQ on Tuesday 5th June 10am – 1pm and the Healthwatch meeting is to be held on Wednesday 26th July at Rustons sports club, Newark Road between 10am – 1pm.

**NAPP:** NAPP information has not been received in recently months and this was due to it being sent direct to Allison Ellis’s email address but as this is no longer in existence, the information was not being passed on. Margaret has now arranged for NAPP to recommence emailing information.

The NAPP AGM is to be held in Basingstoke again but Margaret has been assured that next year’s conference will be held more locally to Lincolnshire.

**Summer Newsletter:** Suggestions for articles to be included in the Newsletter were mentioned at AGM 23rd May 2017 and noted in the minutes relating to that meeting.

**Any other business**: Tony Westwood raised the issue of being unable to have his ears syringed at Woodland Medical Practice and the receptionist advised him, in a flippant way, that even if he made an appointment to have them syringed at the hospital, the waiting time would mean the process was not worth it. Fellow PPG members pointed out that various services have historically been performed by the surgery but a business decision was made that services, that the local NHS are not prepared to pay the GPs for, will ultimately lead the GPs to refer those cases to the NHS hospital. In effect this sort of change in location for services is out of the hands of the GPs but, with any review of the NHS, may result in those services returning to GPs, assuming a decision is made for a GP practice to be reimbursed for the cost of supplying that service.

Jean Rhodes raised that there were still very few online appointments available and Mike did say that with Dr Alvaro undertaking 8 surgery sessions in the very near future and the potential for a permanent ANP, this issue should be reduced/resolved in the foreseeable future.

Jackie Furness made the PPG members aware of an organisation aiming to assist local, less fortunate, “Mothers to be” prepare for the arrival of their babies by supplying a Layette including things such as nappies, Moses basket, gently-used baby clothes as well as basic pamper items for the soon to be Mum. The organisation is Babysbasket.org.uk and the contact details are as follows:- email grownups@babybasket.org.uk, mobile 0748653641.

**Date of next meeting**: Tuesday 5th September 2017 at 1:00pm at Woodlands Medical Centre.

The meeting closed at 15:10

**Action**

**Deborah –** Prepare Treasurer’s annual report and have this audited as a true record in time for the next meeting on 5th September 2017.

**Karen and Deborah –** Pick up books and Pop up stand from surgery on Friday 16th June.Set up book stall on Sunday 18th June at Skellingthorpe Gala.

**Deborah -** Ensure there is a sufficient float to enable change to be provided at the book stall.

**Karen –** To discuss with Mike the location of proposed bench and then to research the costs of the various benches and their material in order that PPG members may be able to finally decide upon a product at the next meeting due 5th September 2017.

**Teresa and Jean –** Create theSummerNewsletter.