

# WHITTINGTON MOOR PATIENT PARTICIPATION GROUP

## MINUTES OF THE MEETING HELD ON MONDAY 29<sup>th</sup> FEBRUARY 2016

1. **Present:** Dr Kim Cooke, Val Johnson, Sybil Waplington, Debbie Rutter, Maureen Goodall, Christine Henson, Colin Henson, Enid Krygier, Geoff Scott, Janet Warburton, Michael Warburton

2. **Apologies** received from: Kath Bradbury, Hilary Hicklin.

3. **Minutes of last meeting:** Accepted as a true record.

4. **Matters Arising from Previous Minutes:**

Twiddle Muffs – information will be shared on who these have been given to. There has been a really good response from those who have received them and regular donations are still being received.

**Ground Rules:** on reverse of the Agenda.

5. **Meeting Date Change** - it was agreed to keep the meetings on Monday evenings and for a substitute to take minutes on dates Debbie is unable to attend.

6. **PPG Survey** – A lengthy discussion took place around the results of the Survey. A summary will be made available and results displayed on the Website and in the waiting room.

7. **Practice Update**

Dr Racknam will leave at the end of March following a successful 4 months training period.

Dr Okotete and Dr Alicen Caldwell will join the Practice for 4 months in April 2016.

Sue Power has joined the Reception Team.

Helen Macnamara is the new Practice Cleaner.

8. **CQC Update** – The Practice were really pleased with the CQC result, an article was published in the Derbyshire Times and Toby Perkins visited the Practice.

9. **Practice Charter** – The Practice has produced two Mission Statements and these have been published on the Website.

10. **Virtual PPG** – a request has been received by email for further information.

11. **Communications** - The Patient Experience Group have requested comments on any Communication issues good or bad with any NHS providers. Information was gathered and will be fed back.

12. **PPG Newsletter** – It was agreed to look at producing a PPG Newsletter that may be included with the one produced by the Practice.

**13. Book Money** - Chair risers have now been purchased and have been installed on a number of chairs in the Waiting areas.

A folder will be produced with photos of all items purchased with the Book Money and made available on the Book table for anyone wishing to view.

**14. Locality Update** – Sybil attended the last meeting and was pleased to report to the group the good news on the Practice CQC report.

A request had been made for a copy of the Practice PPG leaflet to be shared with other members of the Locality Group. Val to send to Amanda Birkmanis.

**15. Clinical Research Network** – anyone interested can attend one of their meetings.

**16. Any Other Business**

**17. Dates for future meetings** – Monday 6<sup>th</sup> June and Monday 5<sup>th</sup> September at 18:30.

### **ACTIONS**

PPG Information Leaflet to be forwarded to the Locality Group for sharing with other Practices in Derbyshire – **VJ**

Folder to be made available on Book Table showing purchases made with proceeds. – **VJ**

PPG Newsletter to be produced – **DR & SW**

The next meeting will be held on **Monday 6<sup>th</sup> June at 18:30.**