1. **Welcome and check-in:**

**Attendees:**

Paul Midgley (PM) (chair), Tammie Daly (TD), Mike Prior (MP), Christine Jones (CJ). Wanda Martin (WM) was welcomed as a new member

1. **Apologies for absence:** Anne Toler (AT), Tom Wedgewood (TW), Linda Lowne (LL), Stephen Duckworth (SD), John Prestage (JP)

1. **Approve Minutes from the last meeting:**

Minutes of the last meeting held on the 7th June 2018 approved.

Actions arising from that meeting:

* LL – to send pen profiles to Paul - outstanding
* LL to update group on recruitment of a young person to the PPG - outstanding
* PartnersHealth looking at Patient Charter. If nothing produced by December PM to put it as an agenda item of the Active Group.
* NAPP conference in Nottingham 9th June. MP and PM will provide feedback at the next meeting including the workshops on how to engage young people agenda item
* MP has contact at Beckett School to see if they can offer any ideas on how to recruit a young person. Inquiries were made at the Beckett but pupils travel from large area. MP to try West Bridgford School in September.
* PM to delete RR profile from master - done
* CJ will inform us when Numed have updated TV software, MP to then send over amended slides. Ongoing
* MP to add bit more on the out of hours for TV screen and on line access via reception. Although updated there is a problem with software. MP to send update to CJ for inclusion when software updated
* PM to contact CASTLE PPG re Gresham Marshes project/CJ to liaise with the Lets Live Well in Rushcliffe coordinator who now works out of Embankment PC – agenda item

1. **PartnersHealth including extended hours and weekend service:**

Presentation by Nikki Lucas – see enclosed.

1. **NHS health checks promotion:**

See item 7 - Flu clinics

1. **Dementia Friends overview:**

Representative would like to come and talk to the practice - at a QPDM date tbc. Nikki Lucas suggested it would be useful if the person also came to a PPG meeting.

1. **Flu clinics preparation/PPG input/aligned activities:**

Saturday, 29th September. Practice would appreciate support to undertake the AF tests again and possibly health checks**.**

1. **Update on Gresham Marshes project:**

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Date for a local community meeting at Wilford Lane Practice Thu 6th Sept at 5.30pm, let Paul know if you want to attend

1. **Updates from outside organisations: NAPP, NHS England, GNICP, Principia MCP/PartnersHealth, Rushcliffe CCG Active Group & Patient Cabinet, Castle PPG** 
   1. **NAPP conference in Nottingham 9th June**

[**https://www.napp.org.uk/conference.html**](https://www.napp.org.uk/conference.html)[**https://www.involve.org.uk/programmes/mh2k/#**](https://www.involve.org.uk/programmes/mh2k/)

Main points of interest from the conference which was attended by MP and PM:

* Presentations on NAPP website.
* importance of seeing named GP for ongoing conditions
* CQC workshop different view from CQC inspection here. Say they are very open and welcoming to PPGs’ input
* PPGs are all trying to do more and increase their support for practices.
* Good session on getting young peoples’ views into PPI (see 10 below)
  1. See enclosed slides on PartnersHealth – working together



1. **Recruitment to PPG/virtual PPG - young person/young parent/special advisor/others:**

MP to try West Bridgford School in September. and WM to try her contact to find out who to approach in various schools. Helen Sowter, Senior Nurse at MMP, is a guide leader who might be able to help. Also year 10 placements would be a possibility. PM has leaflet on NHS Youth forums – top tips to involve young people in PPGs which was produced by NHS England. [england.nhs.participation@nhs.net](mailto:england.nhs.participation@nhs.net)

To download a copy of The NHS Youth Forum’s Top Tips to involve young people in healthcare planning by going to [www.byc.org.uk/nhsyf/toptipsbrochure](http://www.byc.org.uk/nhsyf/toptipsbrochure).

These should help us determine the best way to get young person involvement into our PPG. We need a small ‘Young Person Task Group’. I propose WM, PM, MP and NL (virtually).

1. **Correspondence/patient feedback/Friends & Family Test:**

GPs doing 360s – about 50 each so F&F pushed back

1. **Summary of Actions agreed & key messages for Virtual PPG members, Practice TV, NHS Rushcliffe CCG Active/Patient Cabinet, WB Wire:**

**Actions:**

* PartnersHealth looking at Patient Charter. If nothing produced by December PM to put it as an agenda item for the Active Group AND discuss with NL.
* LL – to send pen profiles to Paul
* LL to update group on recruitment of a young person to the PPG
* CJ will inform us when Numed have updated TV software.
* MP has added a bit more on the out of hours for TV screen and on line access via reception. Although updated there is a problem with software. MP to send update to CJ for inclusion when software updated.
* Dementia Friends overview representative to be invited to PPG meetingPM
* Saturday, 29th September. Practice would appreciate support to undertake the AF tests again and possibly health checks**.** All PPG members
* MP to try West Bridgford School in September. and WM to try her contact to find out who to approach in various schools within the catchment area. Helen Sowter is a guide leader who might be able to help. Nikki Lucas will also try and help tap into young people’s leaders eg scouts, guides etc
* MP to talk at QPDM meeting about NAPP conference
* Gresham Marsh Group. Date for a local community meeting (possibly at Wilford Lane Practice Thu 6th Sept at 5.30pm. ALL WELCOME please email Paul if attending
* PM and MP to discuss amends to TV slides and Scarred Liver project

1. **Check Out, close and depart**

**Next meeting: 18.00 4th October 2018 please arrive 10 minutes early**

**Potential future topics to consider:**

Antimicrobial Stewardship

Supporting the Self Care agenda

Disease focus e.g. Tele-dermatology, other PartnersHealth local service development initiatives

Patient self-help groups e.g. Dementia, Diabetes, Mental Health – publicise on Practice TV

Health Hub for Embankment PC Centre

**Remaining dates for 2018 meetings** –**18.00 on Oct 4th**, Dec 6th (AGM)