

Braeside Patient Participation Group (BPPG)
Notes of meeting held at the surgery. Braeside, Gorse Hill, Farningham DA4 0JU
On Monday 4th November 2013 at 6 pm

Present: Peter Allsop (PA) Chairman, Maggie Burcham (MB), Linda Fitzsimons (LF), Monica Lacy (ML). Guests Rosemary Bolton (RB) and Anthony Bolton (AB)

1. **Apologies:** Ferne Haxby (FH), Peter Webber (PW), Alison Carr (AC)
2. **Notes of meeting** 10.9.2013 agreed as a true record.
3. **Matters arising.** Teresa Roberts, the Practice Finance Manager outlined her role and the ways in which funds were obtained and used. She explained that the pharmacy is run as a separate business with its own budget, the GP being the pharmacist. Teresa clarified that the money raised from the sale of books is the patients' and wondered whether an automatic check-in system might be welcomed. Ferne had asked that the question of checking eligibility for NHS services at the surgery be raised. MB said the issue had not arisen.
4. **Flu Clinic.** Several new members for the virtual group were recruited at the two sessions. Also, many patients supplied their contact details to improve communication with the surgery.
5. **Surgery Items.** MB said that an automatic booking in system was being considered but there is no decision as yet, there being a number of factors to look into.
MB told the group that the patient numbers were very high, this being in part due to the difficulties experienced historically at the West Kingsdown practice. A discussion ensued and PA agreed to discuss the situation with the chair of the PPG at West Kingsdown.
6. **Clinical Commissioning Group (CCG)**
 - a) PA attended the CCG Chairs' meeting on 24th October but was disappointed by the amount of 'front loading' when he was hoping to exchange best practice with other PPG chairs
 - b) RB introduced herself and described her background within the NHS, has been Lay Member sitting on CCG since April 2013. She sees her role as raising awareness with senior figures in CCG about the need to consult with patients and service users before implementing change.
 - c) The Big Question – awaits feedback from FH
7. **Newsletter.** PA will respond with thanks to offer of input from Sue Larken , will decline services.
8. **Any Other Business.** PA suggests an exchange of phone numbers between members of BPPG in case of queries – all agreed.
PA suggested that 'targetting' be an agenda item in the future. Annual review due in March.
AB thanked the group for sitting in, is hoping to set up a Patient Reference Group at his surgery.

Date of Next Meeting Tuesday 14th January 2014 6pm at the surgery in a consulting room