

LIME MEDICAL CENTRE

PATIENT PARTICIPATION GROUP

MINUTES OF MEETING HELD AT THE SURGERY ON 13th March 2017

Present: Alan Lloyd (chair), John Stocks (Secretary), Jane Martin, David Hoon, Kate Williams
Dr Southcott, DonnaleCope Jenny Croote

1. **Apologies** Sharon Parkes-Rolfe
2. **Minutes of last meeting**
 - a. Minutes of last meeting in January were read and agreed an accurate record, subject to the addition of apologies from Jenny Croote and amendment in item 3.
3. **Matters arising**
 - a. AL enquired if the source of the statement that admin were not to hand out the survey had been identified.. Dr S advised this had not been possible.
 - b. Discussion was held around feasibility of setting up a shared e-mail account for the PPG possibly with access by the Chair, Dr Southcott and Kate Williams. The chair agreed to look into this.
4. **PPG Survey**
 - a. John agreed to complete the input of data onto spreadsheet and provide descriptive statistics for the group.
5. **Weekend Pilot**
 - a. NHS England insist on practices providing 8-8 service. This is likely to require surgeries grouping together to provide this.. the group raised concerns about the realistic achievability of this. The weekend service has been well used and is very busy but may not be able to continue beyond the end of March 2017.
6. **Secretary**
 - a. The group was reminded that this was the last time JSt would be in attendance for some time and a new secretary is required. No volunteers came forward and the matter will be raised at the AGM
7. **AGM**
 - a. Next meeting is 10.4.17 and will be the AGM. Chair and Secretary to be elected.
 - b. AL agreed to forward the agenda to KW in advance- or publicise the AGM.
8. **AOB**
 - a. Use of noticeboard was discussed and the promotion of local activities was proposed . this is likely to include walking groups and similar events. Referrals to the leisure centre were discussed and group expressed interest in a well-being worker speaking at a future meeting. The university of the district was discussed as a useful resource, which involves a cost to the individual but is not for profit.
 - b. The group also agreed to look into providing mail addresses on the board for patients of the practice to give suggestions on how they could be represented by the PPG

Next meeting (AGM) will be held on Monday 10.4.17 at 6:30pm