**MINUTES OF CASKGATE STREET SURGERY PPG MEETING**

**10th November 2015**

**PRESENT**: K Thompson, D Heppenstall, L.Westnidge, B. Marriott, T Juhos, P.Jackson.S Marcroft,

 S Horner-Glister, C Belton, S Thorpe, Mr & Mrs Seymour. K Rawson.

Staff : P. Steadman.

**APOLOGIES:**  None..

Minutes of previous meeting held on 12th August were approved.

New members, Carol Belton, Sylvia Marcroft and Pauline Jackson were welcomed.

**MATTERS ARISING**: Message was received from the Chairman F Kirkman offering his resignation. Keith was elected new Chairman – unanimous decision.

Missed Appointments (DNA) for October: 217.

Keith read reply from Sir Edward Leigh re closure of Surgery List. No replacement yet for Dr. Lane. Proposal to employ Locum and Dr Lane’s Patient List to be split four ways between the other Doctors.

**Joint Meetings**: No minutes from the October meeting had been received from Debbie, so Sheila read some notes made at the meeting: Lark in the Park – good day. Children’s Quiz organised. One person interested in joining our group (Pauline). App 600 persons attended. Cleveland House appointments: still some problems. First Aid session: 9 attended. It is hoped to have a L.I.V.E.S First Responder at a future date. Some were in favour of scrapping Appointment system – some not.

No plans for further joint meetings.

**Publicity**: Any ideas to raise interest in Group. Is Noticeboard in right place? Keith will look into more publicity.

**ANY OTHER BUSINESS.**

Liz: time for another talk to patients in Waiting Room. Liz will organise.

Pauline: Is group for making complaints or listening to public? Keith referred to original list.

Pam: St Barnabas personnel would like to attend a meeting. Suggest April meeting.

Mrs Seymour: DNA needs to be publicised more – can it publicised in “ check in”

Keith then introduced Rachel Jones who spoke very well regarding problems arising for persons suffering from Mental Ill Health. Surgeries keep a register of such patients and a letter goes out to those on list inviting them for a Physical Check but not all take up appointment. Her group is trying to promote physical health checks if taking medication for mental health. A leaflet was produced. Other PPG members pick up patients, sit with them in the surgery and return them home. There are 102 patients on our Surgery list. Suggest leaflet referred to be put in with our letter. Our Surgery is doing things right. Most patients have a Support Worker.

Next meeting: **Annual General Meeting**. Tuesday 2nd February 2016 at the Surgery, Caskgate Street at 6pm.

Please make a note of future Meetings: 26th April, 19th July, 11th October.

Meeting closed at 7.05 p.m.