**Fressingfield Medical Centre**

**PPG Minutes**

Meeting held on Wednesday 29th May 2019

at 2.30pm

at Fressingfield Medical Centre, New Street, Fressingfield, IP21 5PJ

**Present:**

Liz Stolls (Chairman), John Alborough (Vice-chairman), Dr. J Morris (GP Partner)

Katie Civil (Practice Manager)

**Members of the PPG:**

Dawn Cavilla, Sylvia Cope, Jill Firth, Judith Lilley, Helen Long (Secretary),

Dorothy Readman, Nick Stolls and Bryan Threadgold.

**Apologies for Absence**

There were no apologies for absence, all members were present. It was noted however, that Rick Osbourne had resigned from the PPG as he was moving out of the area.

**Minutes of the meeting held on Wednesday 27th February 2019**

The minutes of the meeting held on Wednesday 27th February 2019 were agreed, there were no matters arising.

**PPG funding and PPG communication**

Judith Lilley outlined the work she had undertaken to improve communication to patients. She collated a list of all the local magazines and newsletters published in the area that could be used to communicate information to patients. She then produced a spreadsheet showing the different publications and giving the contact details for each. This had been passed to KC and LS.

She had also looked at the websites for Fressingfield, Eye and Stradbroke to establish how these could incorporate a link to the PPG.. The Administrators of each site had agreed, however actually getting a link on each of the sites had proved difficult. A PPG page had been produced but at present was only linked to the Fressingfield Medical Centre site and the Stradbroke Village Site.

Don Darling from the Stradbroke Site had included the link but it was “lost” in the directory so not easy to find.

SC asked it this would also include Worlingworth, it was agreed it would be included and SC would provide JL with the details of the newsletter and website. DC would provide the details for Weybread so this could also be included.

The Chairman thanked JL for the considerable work she had undertaken.

JL then explained how the PPG grant for the Eye Health Centre PPG had been used to fund a “Balance” class in Eye which was almost full. It would continue to fund the class and also be used for marketing purposes.

Annie Groves had been at Fressingfield for a year promoting the Active Wellbeing programme and this had been successful, she was now moving to Debenham Group Practice but would keep in touch and offers support when needed. JL was working with Annie to develop a ‘Physical Activity Booklet’ to continue the legacy of the great work that Annie has done. JL was waiting on quotations from Annie for producing the booklet, banners and pedometers and would submit the request for the PPG funding to the CCG when she had all the information. There is £1000 available to each PPG.

The PPG felt the booklet was really good and suggested a few improvements which JL will discuss with Annie Groves.

The Walking Club was doing well in Stradbroke, although numbers had declined. JL said it was difficult to find a time that suit all those who wanted to attend and also to suit the different fitness levels of those who took part. But it was recognized that it was aimed at being a social event to get people out and about as well as providing exercise.

The Active Wellbeing Service had some great outcomes in the year it was within the Fressingfield and Stradbroke Medical Centre area:

Total amount of clients referred to the service – 77

91% of those seen were moving more after 3 months.

54% had achieved 60 minutes of physical activity a week

37% achieving 150 minutes of physical activity a week

46% had an improvement in their mental wellbeing scores

19% of clients reported that they now feel closer to other people

22% of clients reported that they have better access to services and activities where they live

24% of clients have reported that their sleep has improved.

There was some great patient feedback.

Healthwatch Patient Engagement Sessions – PPG members kindly volunteered to help with these sessions as follows

Wednesday 19th June 10am to 12noon at Fressingfield – Dawn Cavilla & Jill Firth

Friday 21st June 10am to 12noon at Stradbroke – Helen Long & John Alborough

Flu Clinics – KC confirmed that the flu clinics for 2019 were planned as follows:

Fressingfield 28th September 2019

Stradbroke 5th October 2019

DR kindly agreed to book the Stradbroke Community Centre for the 5th October. KC said that the clinics worked really well last year and looked forward to working with the PPG this year.

CQC – KC confirmed that the CQC monitoring process had changed and there was now an annual regulatory phone call, this was planned for the 4th June 2019. Following this phone call the CQC will confirm if they would visit within the next 6 months or review again in a years’ time.

**Date of next meeting:**

**Wednesday 31st July at 2:30pm**