

Robert Frew Patient Partnership Group  
Minutes of 27th Meeting Held 20th August 2012  
At The Robert Frew Medical Centre

**Present**

Gareth Williams	Vice Chair
Jennifer Wall	Treasurer
John Langley	Secretary

Alan Bedingham, Jayne Bevis, Dr Chakera, Colleen Shelley.

In the absence of Jackie Coleman, Gareth Williams took the chair and the meeting commenced at 7.00 pm.

**27/01 Apologies**

Apologies were received from Ernie Tomkins, Jackie Coleman, Carole Groves and Carol Jones.

**27/02. Minutes of meeting dated 16<sup>th</sup> July 2012 & matters arising.**

27/02.1 The minutes of the previous meeting were accepted as a true record and signed accordingly.

27/02.2 There were no matters arising from the previous minutes.

**27/03 Discuss possible changes to PPG constitution**

27/03.1 It had been suggested at a previous meeting (26/05.4 refers) that perhaps there should be a maximum term for any one person holding an elected office within the PPG.

27/03.2 The subject led to a fairly long discussion amongst the members present as to the current size of the PPG and to the 'pros' and 'cons' of any decision concerning constitutional change.

27/03.3 It was decided that the group could possibly benefit from a larger membership and Colleen Shelley offered to canvas the members of the virtual PPG to see if any of them may be interested in joining the group.

CS

27/03.4 However, the meeting could not come to an agreed position on constitutional change but did decide that, due to the magnitude of the subject, all members of the PPG should have the opportunity to participate in the debate.

27/03.5 Consequently it was decided to revisit this subject at the September, and possibly subsequent, meetings.

#### **27/04 Date of next meeting**

27/04.1 The next group meeting will be held on Monday 17<sup>th</sup> September 2012.

#### **27/05 A.O.B.**

27/05.1 Dr Chakera reported that recently the surgery had not been receiving what they considered to be an adequate service from the East of England Ambulance Trust, quoting several examples of what she believed to be excessively long waiting times.

27/05.2 The meeting recognised this as a cause for concern but agreed it would first have to acquaint itself with the terms of the service level agreement before deciding on any future course of action.

27/05.3 Colleen Shelley offered to try and establish the agreed response/waiting times as per the service level agreement. CS

27/05.4 Alan Bedingham reported that, despite previous promises, he was not receiving co-operation from Wickford library regarding the display of health promotion literature. After some discussion it was decided not to pursue this area of display any further.

27/05.5 Alan Bedingham also reported that he was still experiencing difficulty obtaining phlebotomy appointments, although this was not the general consensus. Alan was asked to draft a letter to Dr Ogunsanya itemising his concerns and which the group could then consider supporting. AB

27/05.6 Jayne Bevis advised the group that the purchase of two blood pressure monitors had been completed and they were just awaiting the installation of appropriate software before being put to use - this should happen within the next week or so.

27/05.7 Jayne Bevis further advised that September is men's cancer awareness month and she would e-mail the whole group when the supporting literature is available. JB

27/05.8 The group were made aware that this year's flu clinics are now scheduled and volunteers are being sought to support the sessions on Friday 26<sup>th</sup> October, 08.30am to 6.00pm and on Saturday 3<sup>rd</sup> November, 08.30am to midday. All names to Jayne Bevis please. All

27/05.9 Colleen Shelley reported that text reminders for appointments will be commencing on 3<sup>rd</sup> September and that currently 115 people are signed up to this service. The group agreed that this was a low response rate and fully support Colleen in her attempts to promote this service through all surgery staff. CS

27/05.10 Colleen Shelley also reminded the group that we are due to undertake another patient survey this year and asked the members to consider an appropriate topic. The group agreed to discuss this further at the September meeting. All

27/05.11 There being no further business the meeting closed at 8.06pm.

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**Signatures**

Chair .....

Vice Chair .....

Secretary .....

Treasurer .....