

Robert Frew Patient Partnership Group
Minutes of 34th Meeting Held 18th March 2013
At The Robert Frew Medical Centre

Present

Jacqueline Coleman	Chair
Gareth Williams	Vice Chair
Jennifer Wall	Treasurer
John Langley	Secretary

Alan Bedingham, Jayne Bevis, Tony Burr, Dr Shirin Chakera, Lesley Cogan, Carole Groves, Colleen Shelley, Alan Ursell, Janet Whitaker.

The meeting commenced at 6.55 pm.

34/01 Apologies

Apologies were received from Cat Ramsden and Dr Ogunsanya.

34/02 Minutes of the meeting dated 18th February and matters arising

34/02.1 The minutes of the previous meeting were accepted as a true record and signed accordingly.

34/02.2 Arising from item 33/03, Jacqueline Coleman confirmed that, as discussed, a further letter to Andrew Pike had been signed and mailed on February 28. A copy of this letter is attached to these minutes and a 'hard copy' is retained in the PPG minutes file held at the surgery.

34/03 Status on second complaint letter to Andrew Pike

34/03.1 Following on from item 34/02.2 above, Colleen Shelley provided the meeting with a letter from William Guy (Head of Commissioning, Basildon and Brentwood CCG) which had been received at the surgery this morning (March 18).

34/03.2 To inform other members, Jackie Coleman read the letter to the meeting and a copy is attached to these minutes. Also a 'hard copy' is retained in the PPG minutes file held at the surgery. John Langley agreed to draft an 'acknowledgement' response.

JL

34/03.3 There followed a long discussion surrounding the acceptability of the content of the letter, especially with regard to the collection and delivery logistics. The group were also very suspicious that this appeared to be a case of 'making the decision first and only then trying to find a way to make it work'.

34/03.4 It was agreed that, as we did not seem to be making much progress in getting satisfactory responses to our concerns, we should share our frustrations with the press (specifically the Evening Echo who it is believed are already running a campaign on this issue).

34/03.5 John Langley agreed to draft a letter to the Evening Echo for the signature of our chair. This draft will be circulated to all group members for their input prior to being sent. JL

34/04 Discussion – NHS 111 briefing

34/04.1 An NHS 111 presentation, targeted at PPG members and scheduled for March 14, had been cancelled at short notice and Colleen Shelley had been unable to obtain briefing support from the organisations involved.

34/04.2 As this service is due to be launched by the end of March, it was decided to hold this item over till the group's April meeting where it could be discussed in the light of early experiences. All

34/05 Material acceptability for waiting room signage

34/05.1 Jayne Bevis reported that the only material acceptable to Infection Control is self-adhesive vinyl lettering.

34/05.2 After a short discussion the group agreed on black lettering of approximately 2 inches height stating 'ROOMS 1 – 12' and 'ROOMS 14 – 18' (exact dimensions to suit space available). Alan Bedingham agreed to obtain the letters required. AB

34/06 Date of next meeting

34/06.1 The next group meeting will be held on Monday April 15, 2013.

34/07 A.O.B.

34/07.1 John Langley, Jackie Coleman and Gareth Williams advised the meeting that they would be standing down at the next election.

34/07.2 Colleen Shelley told the group that she was currently in the process of compiling this year's PRG report and asked for suggestions as to which 'actions' should be included. After a long discussion the group provided Colleen with the requested information.

34/07.3 Alan Bedingham asked if anyone knew how we could get access to Health Lottery funding. As the question could not be answered, Alan offered to carry out some research to establish our position. AB

34/07.4 There being no further business the meeting closed at 8.12 pm.

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Signatures

Chair

Vice Chair

Secretary

Treasurer