

Minutes of the Green Street PPGC Meeting – Thursday

18th October 2018

Meeting Commenced at 6pm

In Attendance:

Janet French (Chair) (JF)

Peter Martin-Smith (Chair Enys Road PPG) (PMS)

Peter Diplock (PD)

Heather King (Practice Manager) (HK)

Sue Cook (SC)

Tony Meier (TM)

David May (DM)

Martin Cannon (MC)

Peter Diplock (PD)

John Ungar (JU)

Dr Daniela Penge (DDP)

Emma Ducklin (ED)

Lesley Goble (LG)

Dr Mark Gaffney (MG) for the New Build Update.

Apologies: Debbie Pennington (Secretary), Keith Stone, John Masters.

Minutes:

The Minutes of the meeting held on Tuesday 4th September 2018 were agreed.

Merger:

JF confirmed that following the various discussions, and email communications to all interested parties, that had taken place since 4th September, there was agreement for the following action in respect of the PPGs.

- The PPGs for both Practices would now merge to operate as one entity – the first full joint meeting to take place on 15th November.
- JF would Chair that merged PPG and DP would act as Secretary – PMS would continue as the conduit for communication with Enys Road.
- JF and DP would then formally stand down at the AGM in March 2019 and an election would take place.

Meeting Arrangements

PMS confirmed the interest shown by the Enys Road Practice to engage with the PPG, resulting in an agreement to share the venues for meetings – the meeting on 15th November will take place at Enys Road.

JF will attend the existing PPG Enys Road meeting on 7 November. JF and PMS will then work to produce an agenda for 15th November taking account of:

- Issues relevant to both sites
- The time for the meeting to commence to allow for - Green Street members still in employment - Surgery times at Green Street to ensure attendance as necessary by DDP or MG.
- Physical arrangements for the meeting – including parking.

PMS confirmed that some members of the existing PPG at Enys Road may decide not to continue with the merged PPG and there is therefore a need to promote the PPG on the basis of the merger. It was however agreed that this wouldn't be an exercise for simply increasing numbers – the contribution that could be made by any newly proposed member would need to be assessed.

New Build

MG showed updated designs with minor changes, including bigger windows. MG explained the concern shown by some patients regarding the zebra crossing. Regrettably it cannot be moved but it will be made more visible.

MG also confirmed that these latest drawings contained more information regarding the kitting out of the consulting rooms. This will help to cost the requirement against each room, which in turn will be helpful for the PPG when breaking down fundraising effort.

The option of an Open Day was discussed with MG agreeing to consider whether this could be organised for the end of January 2019. MG would speak to the Developers about using the Victoria Baptist Church in Eldon Road again, as that seemed to be a good central location with all important parking facilities.

MG agreed to speak to the Developers about PPG involvement in the meetings that took place every few weeks as well as in the preparation of the material for any Open Day. This would help to ensure that we tried to specifically address any concerns that were emerging from the process of feedback through the respective Practices.

Bank Account

JF confirmed the balance in the account remains at £390 as the Practice funded the last newsletter.

Newsletter

A joint Newsletter will be issued in January 2019 covering:

- The merged PPG
- As much information as possible about the New Build – to allay fears and also encourage all patients to read the updates that will appear in future Newsletters.

- Details regarding the Open Day

Notice Boards

JF will lead on this on 30th October. Volunteers are requested from 9.30. This would also cover the placement of a Comments Box to support the need for feedback referenced above.

Fundraising

A sub committee will be established to include JM, LG and any member with experience in this field.

AOB

111 Public Members Network

DM attended a meeting for 111 and spoke of the new procurement arrangements – information given out at that meeting had previously been circulated. He will attend the next meeting scheduled for 30th October and report back.

Increased access for GPs.

HK and DP outlined the 'Increased access for GPs' programme – explaining the new hubs that would be formed for additional appointments, opening in the evenings to 8pm and Saturday and Sunday mornings across Eastbourne, Hailsham and Seaford. The timeframe (due to start in November) set is challenging, in particular related to the recruitment requirements for each hub.

Flu Clinics

HK gave grateful thanks for all the help with the 'flu clinics – the support had been much appreciated by the staff managing the clinics. It was a very challenging system with over 500 vaccinated on the first day. The recent Newsletter had explained fully the complexities of this year's programme.

Date of next meeting

Thursday 15th November 2018 at Enys Road