

**MINUTES OF THE SADDLEWORTH MEDICAL PRACTICE PATIENT
PARTICIPATION GROUP MEETING HELD ON TUESDAY, 13th OCTOBER, 2015 AT
THE UPPERMILL SURGERY**

1. **Apologies** were received from Joan Darke and Julia Schofield.
2. **Present:** Joyce Brown; Gill Clarke (Items 1 to 7 only); Nicky Collins; Carole Cressey; Royce Franklin (Chair and Minutes); Tracy Jenkinson (Practice Manager); Rod Lawson; Alma McInnes; David Makin; Sue Palfrey (Ex-Officio member); Eamon O'Daly; Caroline Wallis.
3. **Welcome** to both Carole and Gill who were attending their first meeting.
4. **Annual General Meeting** was to be held but because of leave and alterations to the building it was agreed by the meeting the A.G.M. should be held on the next scheduled date for an ordinary meeting on 24th November, 2015. Because of the alterations to the building this would be at Delph.
5. **Minutes of the Meeting held on 25th August, 2015** were accepted as true record.
6. **Matters Arising: (a) 500 Club** This was nowhere as far as advanced as previously suggested. In effect it will be similar to a virtual group for the whole Borough. (b) **T.V. Screen** – postponed until a later date. Still needs attention from the group. (c) **Man Project** Virtually all the booklets have been distributed. Some spares remain. (d) **Dementia Friendly Area** Joyce reported 41 businesses in Uppermill have signed up to be Dementia Friendly.
7. **Report Back on Meeting with Mark Drury regarding P.P.G.s** The inaugural meeting had been held on 12th October chaired by Mark Drury at the I.C.C. building. Only 5 practices were represented. Our P.P.G. is as well-advanced as any in the Borough. However, it does need to be acknowledged other practices have a much harder task e.g. a large Bangladeshi population. Each practice is meant to have a P.P.G. and an audit of each will take place before the next meeting in December. The meetings will lead to cross-fertilisation between P.P.Gs. Royce is going to Leesbrook P.P.G meeting in December quite independently of the Mark Group.
8. **New Members' Package** The irony is that with the two new members the group was full. The Glossary of Terms was felt to be a good start. Felt ultimately we should have a pack to inform new members and the notes on the Glossary need to be more extensive.
9. **Survival Guide** Sue working on the revision of the Survival Guide, the school has offered to do this again. Sue in the final stages of submitting Youth Page to Nicky. Saddleworth working with Failsworth School on loneliness and the isolation of elderly people in the 2 areas. Sue recently given a talk to the Health and Wellbeing group on her work.
10. **Observations on Opening at Delph Surgery** Felt by members it went well but numbers attending was disappointing. Sue thanked for her part in inviting youths. Pleased with the publicity for the Carers' Group. The specific task of staff functioning

from the branch had been altered in the timetable used. Efforts continue to be made to use the building appropriately. Notice needed on the door given the times of opening of the surgery. Pleasing to see the attendance of both Ian Coleman and Sarah Hince. Tracy said their tasks had resulted in saving time for doctors.

11. **Newsletter** In the final stages of completion. The first News Sheet has been produced and had been available at the opening. Nicky given latest details on the Carers' group for the newsletter.
12. **Publicity** Discussion around the publicity given for influenza jabs. The practice is paid for the number of jabs given but there a query whether the publicity was as exhaustive as it should be. Work for the group to be determined which needs to be linked with the Health and Wellbeing Group. Royce to submit a draft on the alterations to the Uppermill building to inform patients.
13. **Work of the Carers' Group** Attendance now up to 50+ Group are expanding the committee because of the additional work. Trip to Skipton went well. Christmas Party on 11th December. Members to let Eamon know early if they intend to go.
14. **Health and Wellbeing Group** In addition to the talk (already mentioned) by Sue Palfrey, Gareth Hughes gave one on falls. There was also a presentation by the Transport for Greater Manchester representation on allowances during and after employment.
15. **Date of the Next Meeting 24th November, 2015 which will be the A.G.M. followed by an ordinary meeting.**