## PATIENT PARTICIPATION GROUP MEETING

## Wednesday 23rd November 2017

## At Quay Lane Surgery

**Present:** **Debbie (Practice Manager), Beth (Chair), Nigel, Venetia, Maurice, Maggie, Jane, Louise, Gerith and Margaret S-T (minute taker)**

**Apologies: David, Margaret S., Angela Thorpe**

1. **Welcome and Introductions**

The group was welcomed by Beth and apologies given for those who could not attend. Introductions were made round the group.

1. **Minutes of the 28th September meeting**

The minutes of the meeting were proposed as being an accurate record by Beth and seconded by Venetia.

1. **Matters Arising**

None

1. **Treasurer’s Report**

In the absence of the Treasurer, there was no Financial Report.

1. ***PPG Membership Renewal***

The long list of members of PPG contains names of people from whom the group has not heard in a long time. Therefore initially an email, and then a letter, plus reminders were sent to all members asking if they wished to continue as members and in which category: full or virtual *(Virtual members wish to be members of the group but cannot attend meetings. They are sent all information and their feedback is accepted).* Debbie confirmed that 9 existing members had not responded and will be removed from the PPG distribution list.

Replie*s* received:

Full members: 15 confirmed

Virtual members: 6 confirmed

Beth thanked all who replied.

Debbie regretfully announced to the group the death of Lee Dean, a former Full and active member of PPG who through ill-health became a Virtual member as his health deteriorated.

1. **Fundraising**
* Venetia was congratulated for her hard work in raising £202.20 at the St Germans Priory Christmas Market from her cake, book, and home produce stall. The large PPG banner helped attract the attention of visitors.
* Waitrose has donated a set of wine glasses for the Christmas Raffle
* The Christmas Raffle will be drawn starting at 9am on Wednesday 20th December by Venetia and David, who will involve patients in drawing tickets.
* It was suggested that a shelf be installed in the surgery for books for sale at 50p a book.
1. **First Aid course**

The first of what is hoped will be several First Aid courses will take place on Saturday 2nd December 9am- 1pm at the Eliot Hall Fore Street, St Germans. This will cost the PPG £40 hall hire and £400 for the Red Cross course. Grants have been received of £450 from Cornwall Council and £150 from St Germans Parish Council.

It is hoped that the next course can be arranged in Downderry in the spring following publicity in the Spring PPG Newsletter. If Deviock Parish Council award a similar grant, there should be enough to cover a further session in Tideford.

It was suggested that parents from the schools and any older school or college pupils over the minimum age of 16 should be invited next time.

1. **and 9. Communications and Newsletter**

To avoid flurries of emails around the time of publishing the Newsletters, Maggie suggested that when the agreed articles have been formatted the Newsletter should be sent to Beth who with the help of two or three other proof-readers will finalise the document. Debbie will give a final read through and then print it off. On the last page of the next March/April Newsletter, there will be an invitation to request the Newsletter to be sent by email. Debbie will set up an email list as requests come in.

***Distribution:***

Volunteers are needed to distribute in:

* St Germans: surgery, shop, churches, WI, pub and cafes?
* Downderry: surgery, shop, churches, school, WI, cafes?
* Seaton: Beach Café
* Landrake: pub, school, WI, PO and Store
* Menheniot: school, church, chapel, WI

Volunteers to distribute to the above and other suggested outlets, email Margaret *(see last page)*

1. ***PPG and Surgery Questionnaire***

The surgery questionnaire is in response to the Government’s promise for guaranteed surgery times of 8am-8pm opening times 7 days a week, with routine appointments with a doctor. Patients will be asked if they require this level of care which Quay Lane Surgery, and most other surgeries in the locality, cannot provide. One alternative is the formation of an East Cornwall group of surgeries to provide the hours of care with routine appointments at either a central hub (Liskeard Hospital) or at alternating surgeries with different doctors. There is no requirement for practices to offer this service. If East Cornwall practices do not wish to be involved or a suitable solution cannot be found then the CCG could go to tender.

The PPG part of the overall questionnaire will be ready before Christmas.

1. ***Umbrella Group***

The minutes of these meetings will be posted on the Surgery website in the PPG section.

1. ***AOB***
* Bus Service: Morris mentioned the St Germans bus service meeting which only concentrated on the new St Germans to Torpoint link. There is now no service connecting Tideford and Landrake with St Germans *(nor is there now at Hessenford to St Germans link).* Patients cannot reach the St Germans Surgery by public transport from these villages, and there is no link now from St Germans to Derriford.

The bus company expressed dismay that the St Germans to the A38 route was no longer operating, and will look into it.

* Donation to PPG: At the recent funeral of Mrs Brewer there was a collection of £218, which will be added to the fund for the new chairs for the St Germans Quay Lane Surgery.
1. ***Date of next meeting***

Thursday 18th January at 1pm in Quay Lane Surgery

*(Apology for absence from Margaret S-T)*

Email addresses:

Beth: beth.worth@live.co.uk (Chair)

Maggie: magscardew@hotmail.com (Vice Chair, Newsletter and Publicity)

Venetia: venetialynch@btinternet.com (Fundraising)

Margaret S-T: margaret.sylvesterthorne@gmail.com (Minutes and Newsletter)