

WATERFRONT AND SOLENT PATIENT PARTICIPATION GROUP

Minutes of the meeting held on Thursday 16 August 2018 at 6.30pm at the Waterfront and Solent Surgery

Present: Colin Bell (Chair), Alan Johnston (Vice Chair), Gill Johnston (Treasurer), June Matthews, Polly Read, Pam Sexton and Jill Tomlin (Secretary)

Apologies were received from Pauline McMahon and Sandra Wilkinson.

In Attendance: Dr Andy Hoyle

Minutes of Previous Meeting.

Two amendments to the Minutes were agreed. Under Matters Raised by PPG members, the date of June Matthew's meeting should read 20 September and Alan Johnston referred to the "abundance" of posters rather than "absence". The Minutes were then agreed and signed by the Chair.

Matters Arising.

None not already on the Agenda.

Treasurer's Report

Gill Johnston reported very little change since her last report. There had been no expenditure and only income of 0.03p interest. The account now totalled £1,326.99.

Practice News and Developments

Dr Hoyle was pleased to report 2 new members of staff had started at the surgery. Dee had been recruited from Lyndhurst surgery as an administrator and Denise from Forestside to work with the nursing staff. A GP Registrar had now been appointed to the practice and she would be meeting Dr Hoyle shortly. Dr Victoria Blythe would be working part time initially following maternity leave.

The building extension was nearing completion and it was hoped that the side access and car park would be fully available within 2 weeks. Equally, the interiors were also nearly ready and the kit had been ordered in readiness. The staff were very excited at the result and thanks were due especially to Sarah Trompetas who had worked very hard to keep the scheme on track. The PPG discussed possible publicity for the opening to keep patients engaged in the activities at the surgery. The GPs had already considered asking Dr Menin and Dr Mayo back for the opening and Dr Hoyle would discuss the matter further with Dr Sherwin.

Flu Clinic

Strenuous efforts had been made to alert patients to the potential loss of income to the practice if their received their flu vaccinations from local pharmacies. Dr Hoyle said that text messages had been sent and the screens in the waiting room concentrated on reinforcing the message. Flu vaccinations were being "advertised" via these methods so appointments had had to be made available in advance of the main clinic. A notice in The Herald had also been arranged with other local practices. Evening appointments in September will be available to maximise take-up but the

main thrust would still be the clinic on Saturday 27 October when it was expected about 900 vaccinations would be given.

PPG Availability at the Flu Clinic

Alan and Gill Johnston and Sandra Wilkinson would be away for the clinic. Other members confirmed their attendance with the addition of June Matthews' husband Graham who would organise the car park. Community stalls from Waterside Cancer, the Lions and the Village Agent were confirmed. Also, Jill Tomlin, as a Trustee of the Dibden Allotments Fund charity, would arrange for leaflets and application forms to be available. Pam Sexton and Pauline McMahan would organise refreshments and Pam would collect them from the surgery the day before the clinic if necessary. Polly Read confirmed that more tombola prizes were needed. Pam Sexton's offer of a special large doll from her collection was gratefully accepted. A Name the Doll competition which would attract interest and hopefully extra income was agreed.

Locality News

There was none.

PPG Revised Constitution

This had now been finally amended, agreed and circulated to PPG members. It was also available for patients to see on the PPG section of the surgery website. The Chair expressed his thanks to Jill Tomlin for her hard work on revising the document.

Declaration of Confidentiality

The signing of a declaration of confidentiality by every PPG member was discussed. It was agreed that the Chair would action the matter and that these declarations should be effective from the next AGM.

AGM and Autumn Open Meeting

Details would be discussed further at the next Committee meeting on 20 September 2018. The main talk on "Making The Most of Your Medication" was confirmed. Dr Hoyle would also speak on the surgery extension and consequent changes to ways of working. Gill Johnston would confirm CCG speakers so that their names could be included in publicity for the event. **(Note later confirmed as Neil Hardy, Associate Director – Medicines Optimisation and Liz Corteville, Locality Lead Pharmacist.)**

Topics for Spring Meeting 2019

Dr Hoyle raised the possibility of an interactive talk by a Totton GP on low impact yoga. The talk had been very well received and seen as helpful by patients who had experienced it. It was agreed that he would speak to the GP concerned. The History of the NHS from a local perspective was also still a possibility subject and future topics could also include Domestic Violence. The latter would have to be handled very sensitively if it was pursued. All present agreed that care should be taken to minimise the work load of the staff involved in participating at these meetings.

Matters Raised by PPG Members

None.

Committee Members' Intentions

The Chair asked members about their intentions to continue to serve on the PPG following the AGM in October. All present confirmed. Colin would seek similar confirmation from those not at the meeting. Any new members would, of course, also be encouraged welcome.

Any Other Business

None.

Date of Next Meeting

The next meeting would be held on Thursday 20 September 2018. Advance apologies were given by Alan and Gill Johnston.

The meeting closed at 7.15pm.

Jill Tomlin Secretary

Distribution: All Committee members, Dr Hoyle, Dr Sherwin, Sarah Trompetas, Practice website and waiting room file.