**SOVEREIGN PRACTICE PPG**

 **MINUTES OF THE FULL GROUP MEETING**

**Held at Princes Park Health Centre**

**On 13th August 2019 at 10.00**

Present: P Palmer (Chair), R Dine (Vice Chair), E Laye, M Mottram, K Ogden, J Hardy, J Moffatt, Rosann Miller, Shirley Silversides, June Marsh, Su Chell, Graham Willoughby, Gwladys Mabb, Jean Addington, Trevor Craske

Apologies: Patricia Veal, Karen Norwood

1. PP gave a warm welcome to the three new committee members, Gwladys, Jean and Trevor. She also welcomed Virtual Group Members Pamela, June and Shirley who were sitting in to see what we do and that when we ask for help, they know why.
2. The **Minutes** of the last meeting in July 2019 were agreed and signed. Proposed by RD, seconded by EL.
3. **Matters Arising.** None.
4. PP mentioned that GW would be coming into the meeting at 10.30 to speak about his role.
5. **Drop-in**: PP said that there will be another drop-in day here at the surgery on 12th September and need to have a roster of members willing to be here between 8.30 and 5.00. It was also Blood Pressure awareness week so people can try the machine.

The following were attending the drop-in:

 **MORNING:** Step Change Debt Charity, Fibromyalgia & ME, Podiatry and Nuffield Health Charity.

 **AFTERNOON:** Pain Management, Fibromyalgia & M$, Memory Lane and Boots.

 We need to have two “shifts” in the morning and afternoon with overlaps. She asked everyone to think about the times involved before the end of the meeting because we need to know who can help.

PP also explained that since Esperance Hospital Closed Nuffield can offer similar services. Such as Free 45 min. talks by consultants on mens’ and womens’ health, and joint pain etc; Free 3 mini advice sessions hernia/ eyes/ joint pain/pain management/healthy eating. They are also willing to provide evening sessions for younger/working patients if we can use the meeting room. They also provide free food at their free sessions.

 We need to know what topics would be available and JM is going to check on that and discuss with KN what topics would bring people in.

 PP invited Amy Clark to attend the September drop-in. She will be coming at 8.30am so we can see what she has to offer. There could be talk about issues GPs would deal with and refer to consultants.

1. RD explained how drop-ins work. There could be a sign outside the door advertising the drop-in. He also said that as a Group we do not advise on medical matters. SC commented that we had previously agreed 10-12 & 2-4 as it was too much to ask just a couple of volunteers to be present all the time. PP & RD explained that at the last Drop-In we missed contact with early morning patients and families at the late afternoon clinics. PP explained that we would extend the hours we are present but there would be a small overlap between each group so that there would always be someone to help visitors. Volunteers would be present for less time BUT that means we have to have a definite roster of volunteers beforehand.
2. **CCG IT Seminar.** RD said he would distribute full details of this meeting he attended at Cooden Beach to anyone who wanted to look at it. He explained that the basic principle was to look at increasing the number of people who access various medical matters on-line. The purpose was to understand how it works. He mentioned that as he knew the Chairman he thought it might be an idea to invite him/her to the next Group meeting and it was AGREED.
3. GW arrived and gave a very insightful talk on his job in the practice as well as how the practice works and answered questions put to him by members on matters such as MJOG and its uses. At the end of his talk it was agreed that there was a great deal of useful information on how things are moving on in the surgery.

His discussion also tied in with the meeting which had recently taken place on the CCG Forum regarding accessing services on-line in the future. PP then thanked GW for his interesting and informative talk as he then left the meeting.

1. **Newsletter:** The question of how often the newsletter should be produced was to be discussed at the November group. However, this next one needs to be out by November 2019. RM said she had something for it.
2. **Commissioning Meeting.** JH attended a meeting at the Town Hall regarding the planned Primary Care Network for our area and he felt that eventually this integration would lead to only one PPG for the entire Area. He provided handouts to members of the committee.

 **PPG Visits.** KO said that basically what is wanted is more younger people on the PPGs. The times of the meetings were not really amenable to working people and it was suggested evenings would be better. It was also suggested that maybe a Saturday might be a good idea. It was decided to discuss this in more detail at the next meeting. JH then reported on his meetings with the Bridgemere and Hailsham PPGs. And was awaiting invitations from Herstmonceux and Downlands. He would also be revisiting previous PPGs. JH also been asked to join the steering committee and there should basically be four meetings a year.

PP mentioned that she had attended the CCG AGM and our Group has quite a high profile . RD mentioned people were aware of our group’s work at the Cooden Beach meeting too! PP said we should be pleased with our achievements to date.

1. **AOB.**

Housekeeping: PP asked that when members received e-mails regarding PPG matters, they acknowledge receipt by sending a return e-mail. Just a “Thank you” would be enough so that we know that all members have received the information. RD asked if there was anybody having difficulty receiving attachments and SC said she had a problem. She would have help with this.

PP asked if everyone could e-mail times they could help out at the drop-in.

Virtual Group. SS suggested that PPG apply for charity status in order to have funds to pay for things needed at drop ins and Practice items etc. PP said that the Surgery paid for anything that was wanted by the PPG but she would get back to SS about this.

There being no further business the meeting closed at.11.55

The date of the next meeting is Tuesday, 10th September at 10.00

Signed……………*Patricia Palmer (Chair)*………………………………………..

Date…………………10 September 2019…………………………………..…