

Wilsden Medical Practice Patient Participation Group

Minutes

Monday 6th June 2016 1.00 – 2.30 pm

1. **Wendy welcomed everyone to the group**
2. **Present:** Jenny, Gill, Margaret, Sylvia, Trish, Judith, Anita, Wendy
3. **In attendance:** Michelle Eastwood
4. **Apologies:** Chris and Dave
5. **Minutes of meeting of 9th May 2016:** approved
6. **Treasurer's report:**
No change but clarified that yearly money from Practice is in Practice account and can be drawn on
7. **Report on Premium money/buying equipment:**
Money now available and Practice will use the money to purchase equipment for the PPG. £500 also for printing and to be used to print 'men's leaflet at a quote of £125, which leaves money for other future printing
8. **Practice Manager issues**
Interviews this week for Health Care Assistant post
Apart from this, Practice fully staffed and by September will not need any locum help
Car park to be re-surfaced and bollard removed
9. **Practice info feedback afternoon** – as only two people could attend on 15th June, agreed we will attend meeting of August 17th. However, meeting with reception staff will go ahead with Jenny and Wendy
10. **E-technology/data design and analysis:** Judith agreed to be back-up to Dave for any analysis
11. **Student slot:** doing exams
12. **Recruiting new member/s:** process started with three people today, one of whom withdrew on health grounds. Other possible members on holiday
13. **School's survey:** progressing well with all questionnaires now distributed
14. **'Hard to Reach' survey/Harden pilot:** Gill and Sylvia had checked with their pharmacies. Many questionnaires gone out but none back. To consider again at next meeting
15. **Men's survey/amendments to insert leaflet:** This can now be printed. Insert updated but does not need to be finalised until just before we use. In particular decision delayed as to whether to use it to recruit
16. **Telephone survey:** Started today. No-one for pm slot today so will add another Monday at end of the three weeks. Other spaces now filled
17. **'Pharmacy First' evening:** In view of the difficulties in arranging speakers for this and also possible changes in pharmacy funding, it was decided not to proceed at the moment.

18. Table display in waiting room: As 'Pharmacy First' not proceeding, it was decided to make the table display the next project to run from the end of August to early September with the aim of having part during school holiday and part after return to school. A draft framework was circulated, see below

- Post-it stickers on boards for people's comments
- FFT forms to encourage to use and discuss if don't want to recommend
- Information leaflets/Annual Report
- Ask about opening hours/mini survey
- Self-Care leaflet with fruit
- Healthy Hearts with pens
- Bradford Beating Diabetes also with pens/pedometers
- Computer demonstration
- List of possible events and to see what is of interest and sign up to mailing list
- Possibly directing people to blood pressure self-reading machines

19. General Practice Access Plan: draft prepared by Wendy and also Dr Wilson. To go to partners on Wednesday for final approval after which to be signed off by PPG Chair. To circulate all of PPG with completed report.

20. Local PPGs meeting: Jenny reported back from the latest meeting where the main topic had been the school's survey as the other three practices also involved. Looking at possibility of an art therapy group or to explore local groups already in existence. It was noted that there is a great deal of voluntary activity but often little advertising of what is available. The need for some sort of local volunteer 'directory'.

21. CCG/Network report: Wendy reported back that the newly formed 'People's Board' had been consulted, in the very early stages, about possible cuts as follows:

- All repeat prescriptions to be requested as needed and no longer have automatic delivery from the pharmacy each month. This is to prevent expensive stockpiling and waste.
 - The group agreed with though expressing concern about frail housebound people who can't use online and relying on carers
- Any medication which can be bought over the counter will no longer be prescribed
 - The group were in favour though concerned about those on low incomes/ family and pension credits etc. Who will have discretion in this?
- Cessation of prescribing gluten-free products as they are now very widely available, though expensive
 - There was unanimous agreement that this should go ahead apart from concerns again about those on low incomes. The idea of approaching supermarkets and/or setting up an enterprise was seen as a good idea

22. AOB:

Agreed to continue to explore the possibility of running the 'end of life' course again, possibly with local hospice. Wendy agreed to make contact
Trish interested in using 'balloon' stickers on a board at Cullingworth to seek opinions. She will bring to next meeting
Agreed that Christmas Dinner will be organised at July meeting

**23. Dates for year: 4th July; 1st August; 5th September; 3rd October; 7th November;
5th December**

