

Draft Minutes. PPG Steering Meeting 27.1.2020

Chair – Dave Lee Minutes - Lynn Baker

Present : Carole Montague; Dave Lee; Neil Topping; Lynn Baker; Doreen Hobbs

Guests : Sam Gillion , Head Teacher Chalgrove Primary School; Alex and Sophie, pupil representatives of school Community Champions Group; Nicky Smallbone, Watlington resident and possible new PPG member.

Business

- 1. Welcome** DL introduced and welcomed the guests and outlined their contributions to the meeting.
- 2. School Update** Sam, Alex and Sophie introduced themselves and described the “Champions” concept that the school now uses instead of the Schools Council. Alex and Sophie are their year group representatives from the Community Champions group of 8 children each of whom represent their year group. Their aim in relation to the Chalgrove Surgery is to upgrade the resources in the children’s area of the waiting room. A step-by-step process was agreed. Initially the children will involve their other group members to create new material to replace the old and worn out material currently used in the Health House. This to be done on a seasonal basis. Other tasks will be to consider taking on the production and delivery of Activity Sheets and to replace the Health House with a new resource. Sam also agreed to try and facilitate a better contact for the PPG with the Head Teacher at Watlington Primary School.

3. Minutes Full Group 25.9.2019

Matters Arising – agreed that PPG uses Link and/or PPG newsletter to communicate the costs of over ordering prescribed medication which is then unused.

Steering Group 13.11.2019

Matters arising – NT confirmed that the SELF meeting costs (room hire; postage; printing; secretarial support) were recently met privately now that the OCCG has withdrawn its financial support for these services.

Both sets of minutes approved.

- 4. Practice Update CM** : Since 1.1 2020 Dr Chris Binns and Dr Victoria Ashall have both become clinical partners in the Practice.

Practice computers recently upgraded and more supplied

New telephone system possibly installed in Feb

Practice is taking on board the Public Health recommendations re the Coronavirus. Patients should remain at home and receive a home visit if virus is suspected

Organisational structures in which each Practice will operate are in a state of flux and uncertainty. Things may become clearer at the end of March. Until then “business as usual!”

5. **SELF Update NT** SELF structure also in a state of organisational uncertainty due to the proposed changes associated with enlarging such groupings into Networks to mirror the Primary Care Networks. This will impact on PPGs and is being resisted in some cases. NT will attend the next SELF meeting which is going ahead. Healthwatch will no longer provide the secretarial service for SELF. This, and payment for hiring meeting venues and reimbursement of travelling expenses, were all previously funded by OCCG. It is uncertain what OCCG will do in relation to the current secure messaging service for SELF members.
6. **Full Meeting Agenda ALL** Agreed that speaker meetings are the most popular and useful. Possible speakers – MIND; Falls Prevention Service; Dr Binns; Andy Long defibrillator demo **evening** presentation in response to patient requests by those unable to attend an afternoon meeting. Meeting dates to be set once speaker agreed.
7. **AOB ALL** Agreed that NT will submit an article to Link as a PPG feature about his positive experience of using the Abingdon MIU.

We formally welcomed Nicky to membership of the PPG Steering Group.

8. **Next Steering Meeting** Monday 23.3.2020 at 2pm Chalgrove Surgery

Action Points: DL to follow up with Evelyn re 1. A Link item on the over-ordering of prescribed medication/NHS costs incurred; and 2. NT’s proposed article on MIU service.

to upgrade the PPG notice boards in the waiting rooms.

to contact George re spare Watlington allotments and advise him to discuss with his committee as PPG no longer involved

LB speaker from MIND

CM contact Dr Binns re speaking at PPG Full Meeting

NT speaker from Falls Prevention Unit and from MIND, obtaining contact details from Benson PPG. To submit the item re MIU’s for publication in Link.

ALL next meeting to forward the request made for an evening demo of defibrillator.