

Robert Frew Patient Partnership Group
Minutes of 24th Meeting Held 21st May 2012
At The Robert Frew Medical Centre

Present

Jacqueline Coleman	Chair
Gareth Williams	Vice Chair
John Langley	Secretary

Jayne Bevis, Carole Groves, Colleen Shelley, Ernie Tomkins, Alan Bedingham.

Prior to the business of the evening, John Langley introduced Alan Bedingham explaining that Alan has shown an interest in joining the group and would like to observe one of our meetings. The meeting then commenced at 6.50 pm.

24/01 Apologies.

Apologies were received from Carol Jones, Dr Ogunsanya, Dr Chakera, Dr De Silva and Jennifer Wall

24/02. Minutes of meeting dated 16th April 2012 & matters arising.

24/02.1 The minutes of the previous meeting, with the exception of item 24/02.2 (below), were accepted as a true record and signed accordingly.

24/02.2 Ernie Tomkins expressed his disappointment that circulation of what he believed to have been an invitation to apply to become a Lay Member of the newly forming Basildon & Brentwood CCG had been late in being advised to the PPG. It was explained that the invitation was not to apply for Lay Membership but to attend a training course for possible future Lay Member applicants. It was also explained that a Lay Member is appointed as an individual and not to represent an organisation.

All

24/02.3 After some discussion the group agreed that, notwithstanding paragraph 24/02.2 above, they did feel excluded from a lot of communications, especially those surrounding the PCT to CCG transition. It was suggested that the group write to the PCT and CCG to register this feeling of exclusion. The meeting decided to review previous correspondence first and then make a decision on raising a letter at its next meeting.

24/03 Report back on PCT response to Patient DES submission

24/03.1 Colleen Shelley reported that the current Patient DES submission had been fully accepted by the PCT and that the associated finance had been approved.

24/03.2 It was recognised that this DES is only valid for the 2012./2013 period and that a further submission will need to be made early 2013.

CS

24/03.3 Colleen Shelly agreed to review the 2013 / 2014 DES application requirements and advise these to the meeting as soon as available. The meeting decided it would then review these requirements to identify all areas where the PPG could be of assistance.

All

24/04 Consideration of further fundraising responses.

24/04.1 John Langley circulated an e-mail from Jennifer Wall (copy attached) reporting that she had received a response from the Ford Britain Trust. The response advised that our application had passed the first stage of the selection process and would be going forward for further consideration in June. The meeting decided to revisit this item at its July meeting.

JW

24/05 Health awareness campaigns and promotion events calendar.

24/05.1 John Langley provided the meeting with a listing of current health promotion events and the web addresses of sites that contain this information on an ongoing basis.

24/05.2 Considerable discussion then ensued surrounding the number of different events and how the group could decide which to support. Jayne Bevis kindly offered to act as the group's 'filter' and provide a recommendation each month.

JB

24/05.3 The physical placement of promotional media was then discussed. It was agreed that the surgery staff would review space availability (the entrance 'foyer' being one possibility) within the guidelines of this discussion (maximum visual impact, minimal patient disruption, etc).

JB/CS

24/05.4 Alan Bedingham agreed to liaise with Wickford Library to ascertain if they would also be prepared to allow the display of promotional material.

AB

24/05.5 Colleen Shelley agreed to check with Dr Ogunsanya as to whether there may be any budget available to support these promotions.

CS

24/05.6 Subject to satisfactory responses to the above points, it was agreed that the June promotion would be for Diabetes awareness (promotional material for this being already available).

24/06 Date of next meeting

The next group meeting will be held on Monday 18th June 2012.

24/07 A.O.B.

24/07.1 Colleen Shelly was asked if there was any progress on the insurance claim for subsidence (the question prompted by an observation that the surgery looked decoratively 'tired'). Colleen replied that there was nothing new to report at the moment but that the group would be kept advised should circumstances change.

24/07.2 Alan Bedingham observed that it would be beneficial to display the appropriate room number on the electronic patient display in the waiting room. Colleen Shelly responded that, due to software limitations, the display could only show two items of information – patient's name and doctor's name being thought to be most appropriate.

24/07.3 Alan Bedingham stated he was not happy with the provision of Phlebotomy services within the district. Whilst not specifically solely related to this PPG the group did agree to re-evaluate progress against the promises made by Andrew Pike last year.

All

24/07.4 There being no further business, the meeting closed at 8.02pm.

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Signatures

Chair

Vice Chair

Secretary

Treasurer