

# Marazion Surgery

## Minutes of the Marazion Surgery Patient Participation Group Meeting on Thursday 9<sup>th</sup> January 2020, at 6.30pm

### Present:

Mrs Serena Collins (Chair)  
Mrs Juliette Benstead  
Mrs Sandra Easterbrook  
Mr Michael Miller  
Mrs Mary Page  
Mr Michael Page  
Mr Douglas Smith  
Mr Barry Webb

### Apologies:

Mr Brian Baker  
Mrs Mary Baldwin  
Mr Derek Brown  
Mrs Jackie Brown  
Ms Tania Cannavo  
Mrs Elizabeth Clarke  
Mrs Margaret East  
Mrs Kate Ford  
Mr Donald Godbold  
Mrs Gillian Johnson  
Mrs Trudy Jones  
Mrs Emma Kelly  
Mr Nicholas Kelly  
Mrs Jane King  
Mr Leslie Lipert  
Mrs Ann Miller  
Mrs Pauline Needham  
Mrs Fran Phillips  
Dr Adam Price  
Ms Jane Richards  
Mr Colin Treleven  
Mr Nigel Walker  
Mr Mike Willcox

### 1. Minutes of Previous Meeting:

The Minutes of the meeting on 3<sup>rd</sup> October 2019 were agreed to be a true record.

The meeting on 7<sup>th</sup> November 2019 to finalise arrangements for the Dementia Workshop had been cancelled as all arrangements were in place and it was not felt necessary.

### 2. Matters Arising:

- 2.1 *Terms of Reference:* These were agreed and signed by the Chair. It was agreed that if a quorum of five were not present, an informal meeting would still be held and the Minutes circulated for ratification.
- 2.2 *Noticeboard:* The PPG had been granted noticeboard space next to the checking-in computer in reception, which was a more prominent position. Group photos of the PPG could be taken at the beginning of the next meeting for display on the noticeboard.
- 2.3 *Disabled Car Park Spaces:* The PPG were very pleased to see that the Practice had arranged for three additional disabled car parking spaces to be allocated opposite the front door, as per their request.

### 3. Dementia Information Sharing Workshop:

Serena thanked the group for their contributions in organising and hosting the Dementia Workshop. In particular she thanked Sandy who was the main speaker for an informative and interesting talk. The evening was attended by patients with concerns about themselves, by family members and by carers.

Sandy stated that she did about five talks a year and tended to direct her topics depending upon who was present, so she had focused on the services available.

The evening had been attended by approximately thirty people, so attendance had been very good.

Members of the group had circulated very well and the refreshments were appreciated. Everyone felt that the feedback had been extremely positive.

There had been positive feedback that the posters were eye-catching and informative, and widely distributed.

It was felt that the advertisement and running of the event had gone well, no changes were required for future events.

The letter from the Practice congratulating the PPG on the Dementia Workshop that was sent out on 21<sup>st</sup> November was read out (copy attached).

4. Lunch at the Practice:

The Practice had extended an invitation for PPG members to have lunch with the Practice. The date proposed had been 21<sup>st</sup> January, however this had been moved to Tuesday 28<sup>th</sup> January at 1300-1400hrs. The PPG would have the opportunity to talk to the Practice Manager, GP Partners and Practice Nurses about how the PPG and Practice could work together for the benefit of the patients. This would not be an opportunity to discuss individual complaints or single issue concerns, as per the ground rules. Juliette would be confirming numbers for catering nearer the time.

Serena proposed that the PPG meet with the Practice Manager for half an hour after lunch. Juliette would check availability of the meeting room.

5. Future Events:

Following feedback received previously from PPG members and those who attended the Dementia Workshop, it was proposed to host three events each year in a similar format. The proposed topics were:

- Carers Service & Support
- Parkinson's / Stroke
- Diabetes / Healthy Living

The Dementia Workshop had been very well attended and it was queried whether to host future events at a larger venue, perhaps the Community Centre.

As discussed previously, those present were interested to invite Symon Stephens, Social Prescriber to a future meeting of the group; Serena would make contact with him to arrange this.

These proposals would be discussed with the Practice at the lunch on 28<sup>th</sup> January.

6. Dates of Future Meetings:

Dates of future meetings and events were agreed as below. The meetings would start at the slightly earlier time of 1815hrs. Please remain in the waiting room until notified that the meeting room is ready.

Tuesday 28 <sup>th</sup> January 1300-1400hrs	Lunch with the Practice
“ 1400-1430hrs	PPG Meeting

<i>TBC End February / Beginning of March</i>	<i>Event one</i>
--	------------------

Thursday 16 <sup>th</sup> April 1815-1930hrs	PPG Meeting
--	-------------

<i>TBC May/June</i>	<i>Event two</i>
---------------------	------------------

Thursday 9 <sup>th</sup> July 1815-1930hrs	PPG Meeting
--	-------------

TBC September

Event three

TBC 29<sup>th</sup> October OR 12<sup>th</sup> November

PPG Meeting

7. PPG Conference:

Serena had attended the PPG Conference in November, on behalf of Marazion PPG. She had found this extremely interesting and enjoyed the opportunity to meet with other PPG's in Cornwall.

The key line from the conference that Serena wished to report was: *'People are supported to live well and we involve local people.'*

The topics that had been discussed and agreed above sat in line with the areas that were being focused on nationally and in Cornwall. The PPG's were also helpful in promoting changes in procedure at Practices, such as with The Waiting Room which had been discussed by the group previously.

Dr Walden had offered to attend a meeting to talk about opportunities for wider involvement in the NHS four year plan.

The Practice was part of the Penwith Primary Care Network, a group of eight Practices, who would be working together more in the future; Serena suggested a closer working with their PPG's perhaps on shared events across the Penwith area.

Some PPG's had their own bank accounts so that they could apply for grants that were available to PPG's and Serena felt this could be a positive step in the future.

Please see notes from the conference by using the following link.

<https://doclibrarykccg.cornwall.nhs.uk/DocumentsLibrary/KernowCCG/EngagingWithServiceUsers/StrategicReportsAndPlans/PPGConference2019Slides.pdf>

8. Representing the PPG:

Mick M had previously attended a meeting in Bristol, been involved in the review of community services and been in contact with Mr Preedy regarding a working group on integrated working. His name appeared to have been put on various contact lists as attending such things on behalf of the PPG.

He asked if the PPG were happy for him to be in this role and clarified that he was happy to do so; the PPG were grateful to him and more than happy for him to continue. Information would continue to be shared with the group, should anyone else wish to attend.

9. Any Other Business:

There were no issues regarding the Practice or the wider area that anyone wished to raise.

10. Date of next meeting:

Tuesday 28<sup>th</sup> January (see above item 6).

*Minutes were approved by Serena Collins, Chairperson, on 13.01.2020*