

## Brant Road Patient Participation Group Committee Meeting

1200 hrs 11<sup>th</sup> October 2016

### Attendees

Alice H	-	Chair
Colin F	-	Secretary
Ivan K	-	Committee Member
Karen S	-	Practice Member
Vicky D	-	Practice Member
Michael H	-	Committee Member
Helen K	-	Committee Member
Lesley S	-	Committee Member
Bob A	-	Chair of Branston PPG (first part of meeting)

<b>AGENDA POINT</b>	<b>ACTION</b>
<p>The Chair opened the meeting and welcomed those attending, especially Bob A from Branston PPG. Apologies were received from Alison W a new member unable to attend due to recent surgery. Unfortunately Ann B has resigned due to her husbands ongoing ill health. The Committee thanked her for her work on the PPG and hoped her husbands health improves.</p> <p><b>1. Branston Awareness Day</b></p> <p>The Chair thanked Bob A for his time and asked if would give a summary of the Awareness Day. Bob A briefed the Committee on the event and planning. The event was planned to run 10-4 but many thought it too long. The weather had been bad so attendance was lower than expected.</p> <p>He advised that we should make a list of interested parties, longer than we think as some will drop out. Tables were charged at £20 once a detailed plan had been drawn to see how many tables could fit, given doors, fire exits etc. Make posters to highlight the event to increase attendance.</p> <p>It is important to have a sub-Committee manage the event planning and only one person from that group to talk to interested parties to avoid complicating the process. Popular events were Acupuncture, the practice nurse running height, weight and BMI, and Dial-a-Ride. He also advised contacting St Barnabas as they can also run a tea/coffee stand as well.</p>	

After questions from the Committee the Chair thanked Bob A for his briefing. Following his departure the Committee discussed holding our own Awareness Day and it was agreed to look at something in April/May 2017.

## **2. Minutes and Actions Arising**

The minutes of the last meeting were agreed by the committee and the actions were reviewed. Action P1 was carried forward to the next meeting. Action P4 and P5(ii) were completed. Action P5(i) was deferred until the children play was refurbished. (**Action:** Chair and Sec)

## **3. Changes to Repeat Prescription Process**

Karen S briefed that the surgery would, from 1 Dec 2016, no longer accept repeat prescription requests over the phone. This was due to increasing complaints where wrong prescriptions had been issued and it was also tying up phone lines while receptionists dial into access the information. There were no changes planned to the online or drop box method of ordering repeat prescriptions.

## **4. NAPP Trustees**

The Secretary briefed that the National Association of PPGs were looking for four new Trustees. The role was unpaid although expenses would be paid, applications to be received by 21 Oct. There was no interest from Committee members present.

## **5. National Self Care Week**

The Secretary circulated information on the planned event which is due to take place in Nov. He stated he would download the available posters and put something on Facebook. (**Action:** Sec)

## **6. Any Other Business**

Karen S advised that the plans to merge the Brant Road and Springcliffe surgeries had restarted, though it was too early in the process to say when this would complete

The Secretary asked about progress with the Brant Road refurbishment and Karen S advised it was still going ahead, the grants were in place but urgent work at Springcliffe had taken priority.

<p>There being no further business the Chair closed the meeting. The next Committee meeting will be 6th December at 1200 hrs.</p>	
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