

Culverhay Surgery Patient Participation Group

Minutes of Meeting held: Tuesday 15th December 2015

Attendance from the Practice: Caroline Pearmain (Practice Manager), Kay Herniman

Patient Group: Michael Sykes, Graham Cook, June Kent, Rosemary Studd, Anne Slann

Apologies: Dave Johnson, Ruth Kirkup, Diane French, Sue Hope

1. Minutes from Previous Meeting (November)

Due to Sarah Hale's resignation the group is not in receipt of the minutes from the November meeting. We hope to have these in time for the January meeting, at which point we should be able to adopt.

2. Matters Arising

CP and KH have put some thought to producing a quarterly newsletter based on contributions from the PPG. In summary the practice is happy to collate contributions from the PPG and design the newsletter based on a Microsoft Publisher template. The group would like to publish a quarterly newsletter, with the first publication in the spring. The practice will also contribute to the newsletter to advise patients on items of interest, for example, flu vaccinations, social prescribing, carers meetings, dementia support, useful health information websites etc. Discussion about distributing copies to patients.. (JK) suggested leaving copies in the Co-op, Tesco noticeboard, Post Office, Charfield Stores, as well as in the surgery waiting room and on the website. Decided a good idea by all.

3. Update on Exit Safety

(MS) updated the group on progress regarding safety of the entrance/exit to the surgery. The issue was discussed at the October meeting of Wotton Town Council. The Council considered investigating the possibility of installing a bollard in the wide passenger area of the entrance to the surgery. The decision was made that a site meeting with (MS), Cllr John Cordwell, the Highways Manager and the Clerk would be helpful to explore the issues around this suggestion. (MS) reported that this meeting should be held in January 2016.

(RS) reported that she had emailed Cllr Cordwell to voice her concerns about the traffic issues in Wotton, mainly relating to the number of juggernauts driving through the town. Her husband's car has recently been damaged in an incident in the town involving a lorry. Cllr Cordwell has forwarded her email to the Road Safety Officer.

4. Resignation of the Hon. Secretary and Replacement

(MS) informed the group that it is with much sadness that (SH) has decided to resign from her role as Hon. Secretary, and withdraw from participation in the Group. All members present expressed their sadness at the news, and recognised the positive contribution (SH) had made to the group during the last 18 months.

The Group will need to appoint a new secretary, but until then (MS) will keep an eye on the Group's email address, and (CP) will take minutes until the AGM.

If anyone is interested in becoming Secretary please let (MS) or (CP) know.

5. Comments on the Stroud and Berkeley Vale Local Development Plan (LDP)

(CP) had emailed the LDP to all members last week for their information.

The plan outlines the range of health issues the CCG face in Gloucestershire and in our seven GP localities, and the approaches they are taking to address these over the next two years.

The plan has been developed by the GP Locality Executive Groups working in partnership with a range of local community stakeholders, including public health and district council colleagues as well as community groups.

Each plan outlines the background and influencing factors on health and wellbeing in the localities, the progress and achievements which have been made so far and a brief overview of the services and provision available locally. They also highlight the challenges localities face and an outline work programme to address these over the next two years.

The work programmes focus on community level, place-based commissioning, and ambitions are in line with the CCG's strategic objectives to champion self-care and prevention, support sustainable improvements in health and wellbeing, develop active, cohesive communities and deliver services that meet the needs of local people.

If you would like to read any of the Locality Development Plans, they are available on the NHS Gloucestershire Clinical Commissioning Group website at: www.gloucestershireccg.nhs.uk/locality-development-plans-2015-17

6. PPG Networking Event 22nd January 2016

Dear Patient Participation Group,

Invitation: Gloucestershire PPG Network event Friday 22 January 2016, 10am - 12noon, Churchdown Community Centre (directions below).

Following on from the success of the PPG workshop held this autumn at Cheltenham Racecourse, and in response to many requests, Gloucestershire Clinical Commissioning Group (CCG) invites you to attend a Gloucestershire PPG Network event on Friday 22 January 2016. This will be an opportunity for representatives from PPGs across the county to meet together with colleagues from the CCG, including CCG lay representatives and also with partners from Healthwatch Gloucestershire.

Suggested topics for the event so far include:

- Practice premises
- Joining Up Your Care and Five Year Forward View
- Primary Care Strategy (including Workforce)
- PPG development – examples of good practice / mentoring

If you would like to attend the event please can you contact Sheila.dwyer-richmond@nhs.net to reserve a place. The deadline for reservations is **Monday 11 January 2016**. Light refreshments will be available, so please can you advise Sheila if you have any special requirements. If you have suggestions for agenda items for this, or future Gloucestershire PPG Network events, please can you let Sheila know, as we want to make the Gloucestershire PPG Network as worthwhile for you as we possibly can.

We look forward to seeing you in the new year.

Becky Parish, Associate Director, Engagement and Experience, Gloucestershire Clinical Commissioning Group

Directions to Churchdown Community Centre: <http://www.grcc.org.uk/village-hall-database/village-hall/churchdown-community-association-centre>

The CCG will be happy to reimburse out of pocket expenses (e.g. travel at 28p per mile / current rate tbc) for this event.

(RS), (JK) and (AS) have kindly agreed to attend the meeting, and will feedback to the Group at the CSPPG February meeting.

7. Branch Surgeries update

(CP) gave an update in relation to the proposed closure of the branch surgeries at Wickwar and Hawkesbury. (CP) explained that the CCG has received the Surgery's formal application to close the branch surgeries and a final decision will be made at the CCG Primary Care Commissioning Committee Meeting on 28th January 2016.

8. AOB (NONE)

(MS) closed the meeting and thanked everyone as always, for their participation.

NEXT MEETING Tuesday 19th January 2016

Signed

Chairman

19/01/16