

# MINUTES

## MEETING OF THE PATIENT PARTICIPATION GROUP HELD ON MONDAY 4 MAY 2017 AT 7.00 PM

### PRESENT

Staff:	Liz Wilson	Practice Manager
	Dr Tom Weake	GP
PPG Members:	Laverne Caddy	Chair
	Gwen Beckett	
	Lesley Clayton	
	Margaret Estlick	
	Katie Sainsbury	
Apologies	Liz Keasley	Joint Secretary
	Caroline Moyses	Admin
	Rik Evans	
	Ruth Varker	Joint Secretary

### 1. Minutes of the previous Meeting

The Minutes of the Meeting held on 7 March 2017 were read and agreed as a true record.

### 2. Matters Arising

(7) Liz W informed the meeting that Late Surgeries were no longer being held.

(3) BP Machine - This could be purchased from Williams at a cost of £2,219 including VAT. Various suggestions were made as to funding this purchase, including approaching a charity or a joint purchase with Three Spires Surgery.

There was also the question of where to place a BP machine. If it was to be shared it would need to be positioned between the two surgeries.

The cost of maintenance etc would also need to be shared - estimated at approx £200 pa. Cuffs would also need to be replaced. Margaret raised the question of hygiene with regard to the cuffs. Liz W will contact Penryn and Perranporth surgeries as they already have BP machines. She will also approach Three Spires Surgery.

Chair commented that the purchase of a BP machine appeared to be popular.

(8) Practice Newsletter - Katie had been giving the matter consideration. She suggested either a trifold leaflet or an A5 sheet. She has a template for the former on her Mac and passed round sample of the leaflet. Before proceeding she needs information to include in the first edition eg future events, also suitable photos. It should include contact numbers etc. The suggestion was made that [KCCG.Lander-PPG@nhs.net](mailto:KCCG.Lander-PPG@nhs.net) also be included.

Liz W said that Caroline would be a good source of information.

### 3. Correspondence

An email had been received from Rik Evans resigning from the PPG. He expressed his opinion that unless the GP was in attendance PPG meetings were a waste of time. It was suggested that a copy of the Minutes be sent to him.

### 4. E mail: [KCCG.Lander-PPG@nhs.net](mailto:KCCG.Lander-PPG@nhs.net)

None.

5. PPG group budget

This currently stands between £1200 and £1500. It would be sufficient to pay for the BP machine, particularly if it were to be a joint purchase with Three Spires Surgery. GP agreed this was an excellent idea.

6. Any Other Business

- (a) Gwen had earlier raised the question of support for one of the Physios (Paula) who had developed a machine to assist patients with balance problems. The cost would be in £100s.

It was agreed that Liz W would discuss this with Paula. Tom and Liz W to see if the idea was feasible. Paula to be invited to present her idea to the GPs at a Practice Meeting. The response to be emailed to PPG members.

- (b) Liz W informed the meeting of the aims of the Primary Care Home group.

Lander and Three Spires practices together meet the government criterion for an Integrated Work Force ie 30,00 - 50,000 patients.

The aim was to utilise the building as a Community Hub at the heart of the local community. The group had been looking at the Bromley by Bow Centre in the East End as an example of a thriving and innovative Community Hub. It offers a range of programmes and services to improve health and wellbeing. It is very community orientated and Bromley by Bow Health Centre works in close partnership with the Centre. The object of the Primary Home Care Group is to make Truro Health Park work in a similar way.

Ideas for the Community Hub include a cafe in the building and Cornish Fod Box and Chaos Cafe had been contacted. Initially it would probably be a 'Pop Up' cafe.

There would be a Facilitator whose job would be to collect information about services and provide contact details.

A visit by a group of 10 to the Bromley by Bow Centre was being organised. A volunteer from the PPG will be needed. Once a date had been settled on Liz W will email PPG asking for names. Funding for travel needs to be looked into.

At the close of the meeting Liz W showed members slides of the Bromley by Bow Centre, together with analyses of where the Primary Care Home Group plans stood in relation to the Centre and what further needed to be implemented.

It was agreed that the aim of using the building as a CommunityHub along the lines of the Bromley by Bow Centre was excellent.

- (c) Tom informed the meeting that a further technological development was being introduced in the form of a digital dictation system which would streamline the workload of all concerned.
- (d) Staff car parking - at present there is a large block of free parking of staff (not GPs) by the Football Club. In future after the Football Club moves to a different site there is the possibility of parking behind the railway station. Liz W is of the opinion that use by staff of on-site parking should be forbidden as this frequently causes problems for patients and complaints about availability.
- (e) Katie informed the meeting that there was to be an Stoma Open Day and asked if it would be possible for this to be advertised. Liz W will ask Caroline to put it on the website and inform Threemilestone and Three Spires surgeries.
- (f) Chair was concerned by non-attendance at meetings and lack of apologies.

7. Date of next meeting

Tuesday 4 July 2017 at 7.00 pm.

There being no further business the meeting closed at 8.00 pm

