

Drs Broom, Ward, Shelly, and Maxwell-Jones. MINUTES of PPG Meeting held on 22nd July, 2013.

Present. Sheila Allen (SA) Antoinette B ----- (AB) Peter Bishop (PB)
Jack Crawford (JC) Liz Goodall (LG) Lis Hind (LH) Christine Price
(CP) Rachel Taft (RT) Barbara Williams (BW) Arthur Williams (AW)
Harry Wilson (HW)

Apologies. Shirley Hurst, Bea Payne, G Phillips and a medical representative.

1. Minutes of meeting of 20th May 2013.

These were taken as read and approved.

2. Matters brought forward.

2.1 Sub Group Action plan. LG reported and emphasised that there was a need for more information on the appointments system, in particular the availability of appointments in relation to demand. It was agreed that this aspect should be progressed at a further meeting, which would include a GP. **ACTION. RT.**

2.2 Revision of leaflet listing voluntary organisations. It was agreed that this should be revised. **ACTION. CP.**

3. Chairman's report.

CP presented a comprehensive written report. (qv.) This report was welcomed by members. CP drew attention to a meeting to be held in Belper on 30th July, and called for volunteers to attend.

ACTION. ALL. Please advise CP if you are able to attend.

4. Practice update.

4.1 A report was made on Debbie Newton's visit to QEGS. This had been very useful. It appeared that students were not aware of all the services provided by the practice and of the existence of the PPG.

4.2 The installation of a self-operated BP measuring device in the waiting room was very much welcomed. RT explained that targets had been set to check the BP of as many patients as possible over 40 years. It was agreed that members of PPG could attend the surgery in order to encourage waiting patients to use the facility. Prior to this, suitable training would be provided for PPG members wishing to participate.

ACTION. RT /ALL.

5. Items from pre meeting.

5.1 It was suggested by members that there would be some merit in front-of-house staff wearing name badges. Security issues were discussed, but RT agreed to consult with staff at their next meeting, **ACTION. RT.**

5.2. Web site. PPG members had identified that there was scope to improve this. RT agreed, and would examine the opportunities to refresh the site. PPG could take responsibility for their section, if practicable.

ACTION. RT.

6. AOCB.

6.1 Noted that consideration was being given to the development of a self-booking system.

6.2 RT reported on the recruitment of a new member of staff. (A practice nurse with excellent qualifications . Emma-----)

7. Date of next meeting.

16th September 2013. Pre-meeting 5pm, formal meeting 6pm.