

KNEBWORTH AND MARYMEAD PPG MINUTES

Date: Tuesday, 23rd June 2015, at Marymead, 19:00 - 20:00

Minute Taker: Mandy Preedy

Attendees: David Wilkinson, Graham Fothergill, Justin Jewitt, Ken Spooner, Joy Hall, Sharon Kay, Sandra Butler, Mandy Preedy, Abi Watkiss

1. Welcome, Introductions and Apologies for Absence

Apologies for absence were received from Tony Stowe, Clive Steele, Jan Burt, Chris Evans and Chryssie Cobbold.

2. Declarations of Interest

None recorded.

3. Minutes of April 21st 2015 Meeting

These were approved.

4. Patient Charter

After considerable discussion, it was agreed that the Red House version should serve as the model for Knebworth and Marymead but that statements should be reworded to align with our preferences. Tony Burkitt and Graham Fothergill agreed to work on this.

DNAs were still considered to be an issue but Ken Spooner felt that the best approach was to discuss the problem directly with the patient, especially where this was a regular occurrence or there were possible special circumstances.

5. Knebworth Fun Day

Finalisation of arrangements for the tombola would take place at Mandy Preedy's residence at 4.00pm on 26th June (Joy Hall and Graham Fothergill to attend). Tickets to be priced at three for £1.00. Tony Burkitt to provide box for money. Graham Fothergill to liaise with Ken Spooner on printing of PPG Application Forms and additional new Knebworth surgery plans. Setting up on Saturday, 27th June, from 11.00 am onwards.

6. Surgery News

Ken Spooner reported that Dr Loeffler will be leaving the Practice at the end of July, but will return during August as a locum to provide holiday cover. A permanent replacement will be sought.

The draft plans for the new Knebworth surgery will be available for discussion and distribution at the Fun Day. Ken Spooner will meet with St Martin's Road residents within the next few weeks to listen to their concerns. It is expected that the plans will be submitted to NHDC in late July.

7. Help Yourself to Health, 19th May - Feedback

All feedback has been generally positive. It was, however, suggested that the Practice Manager's presentation and Q & A session should not have been curtailed but could, if necessary, have gone on beyond the proscribed closing time of 9.00 pm.

8. Any Other Business

None. The Meeting closed at 8.05 pm.

Next Meeting, Tuesday, 21st July, at Knebworth, 7.00-8.00 pm