

# **Minutes of PPG Meeting held at Knebworth Surgery at 7.00 pm on 28th March 2017**

*Meeting led by Mandy Preedy.*

## **Attendees**

Ken Spooner (KS), Amanda Preedy (AP), Anthony Dollimore(AD), Joy Hall(JH), Angela Dormer(AD), David Wilkinson (DW), Jan Burt (JB), Graham Fothergill (GF), Brian Jones(BJ), Mike & Amanda Pye(MP), Chryssie Cobbold (CC), Sharon Kay(SK), Gillian Bartlett(GB), David Bartlett(DB), Mia Cater(MC), Sheila Wakenshaw(SW)

### **1. Apologies for Absence**

Tony Stowe(TS), John Townend (JT), Alan Walton(AW)

AP welcomed new attendees to the group.

### **2. Declarations of Interest**

None.

### **3. Minutes of Previous Meeting (28th February 2017)**

All agreed.

### **4. Matters Arising from Previous Minutes**

None.

### **5. Dementia Support Group**

As the result of a request from Ken Spooner and the PPG Officers, Jan Burt(JB) had agreed to present her approach to the formation of a formal group to support members of the Practice who are carers for patients with dementia. Jan outlined her previous and ongoing deep association with dementia and explained the local strategies and resources currently available, with special reference to the recent recruitment programme for four Admiral Nurses in Hertfordshire.

She explained the difference between a Dementia Support Group and a Dementia Café and confirmed that we should set up the former type of group, the basic aim of which would be to provide information, support, and access to resources for carers.

Jan envisaged the formation of a Steering Group of no more than five (including herself), meeting for an hour about every two months. The basic rules of the Group

will be a sense of trust between members, strict confidentiality when appropriate, respect and equality.

KS confirmed that the Practice would be fully supportive of the Group and would make resources available as necessary. With Ken's agreement, SK volunteered to be the liaison person between the Practice and the Group. It was agreed that a brief newsletter should be prepared and distributed by email to all known dementia carers in the Practice. This initiative would also be included on the Agenda for the next Pharmacists Meeting.

## 6. Surgery News

KS reported on the successful outcome of the CQC Inspection with an overall rating for the Practice of "Good", following the implementation of a few minor housekeeping issues. The CQC Report is now in the public domain and appears on their website.

Final planning permission has been granted for the new Knebworth surgery and the developers are now designing the fixtures and fittings for the interior of the building. These will be discussed with the PPG before finalisation. The estimated completion date of the project is early-mid 2019.

KS reported that the CCG was drawing up a list of alternative, less expensive, drug brands that should be prescribed. Also, the NHS are to introduce a major cost-cutting plan to restrict the prescription of certain commonly available medicines and gluten-free foodstuffs.

The new women's health clinics, under Dr Osman, are proving to be a valuable asset to the Practice.

## 7. Newsletter

Items for the April newsletter should be forwarded to DW by 4th April for collation. Suggested topics included Admiral Nurses, Express prescriptions and Pathfinder, new building update, CQC Report, HYTH update.

## 8. Help Yourself to Health (HYTH); 19th July

Confirmed topics for the meeting are Admiral Nurses, Aortic Aneurysms, Antibiotics and Sepsis, Diabetes, although the speakers for the latter two are still to be approached.

DW agreed to prepare the poster, based on previous examples, as soon as final details on speakers are available.

## **9. Any Other Business**

- a) MP will forward some pharmacy issues to GF before the next Pharmacists Meeting
- b) SK reported that the “Usual doctor” project was being well received by the majority of patients
- c) KS agreed to provide one of the Practice laptops for website demonstrations at the Monday Coffee Mornings
- d) DW reported on his first experience of hospital inspections following his recent visit to Bishops Stortford Hospital.

**The next PPG Meeting will be held at Marymead Surgery on 25th April.**