

**Minutes of the Meeting of the Spilsby Patient Participation Group  
Wednesday 8 February 2017  
The Grange, Ashby-by-Partney**

Present: Dorothy Dobson (Chair) (DD)  
Christina Holmes (CH)  
Jeanette Amaral (JA)  
Maureen Jarvis (MJ)  
Julie Rajput (JR)  
Bev Hartley (BH)

**1. Apologies** - Jason Longstaff (JL)

**2. Minutes of previous meeting**

The previous Minutes were approved and signed.

**3. Matters Arising from the Minutes**

**ULHT Locality Meetings**

CH attended the Meeting on 31 January 2017 which did not run particularly well. It was held at The Dower House in Woodhall Spa with approximately 50 attendees: it started 20 minutes late. Members were asked to look at the Developing 2021 Plan, in groups, but this had already been done at previous Locality Meetings – CH informed that this was still being worked on. There was not enough time to cover agenda items 4, 5 and 6; including the Action Log and questions to the panel. The next Meeting is being looked at to be held in Gainsborough.

**Patient Engagement**

The new telephone number for the surgery has been in operation since Tuesday: the new number is 01790 728111. If patients use the previous number they will be forwarded to the new number.

JA will prepare Newsletter this week and send to JL for comments. (Action: JA/JL)

DNA figure has not been received from JL so JA will email Tim Jackson (TJ), IT Manager, tomorrow for this information, so it can be included in March issue of The Grapevine. (Action: JA)

CH reported that the problem with activating summary records on on-line system had been sorted by (TJ) who thanked CH for raising the issue. TJ will carry out regular monitoring checks on summary care records.

JA reported that there are very few resources available from the NAPP website. JA has contacted NAPP and been advised to set up a generic e-mail address for the PPG who will then receive a password and can look at site at need. JA to set this up for the PPG. (Action: JA)

#### **4. Preparation for meeting with Victoria Atkin/Victoria Ayling**

Discussion took place as to content of forthcoming meeting scheduled for Friday 3 March 2017 at Spilsby Surgery. Main areas of concern include housing development in Spilsby and capacity of surgery to deliver increased service demand together with health and social care cuts made by the Government, maternity services at Pilgrim Hospital, STP (Sustainability and Transformation Plan) proposals, lack of funding for GP Primary Care and paediatric care possibly moving to Lincoln.

JA offered to put together a list of items for discussion and forward to JL and doctors attending the meeting for their comment and approval. List to be based on local pressures, local patients, local health care, and support needed to enhance our services in Spilsby. Once approved JA will issue to members of the PPG who will meet again on Wednesday 1 March 2017 to discuss the format for meeting on Friday 3 March 2017, and the feedback from the meeting held on 27 January 2017 to be brought to the meeting by JL. The PPG will be leading the meeting on Friday 3 March 2017. (Action: JA/JL)

#### **5. Patient Council Lincolnshire East CCG**

CH asked if the PPG had been invited to send a representative to these Meetings; the next Meeting is scheduled for 22 March 2017, at The Dower House Hotel, Woodhall Spa. CH is willing to attend, and possibly JR and BH. JA to provide MJ with email address for Simon Hopkinson so MJ can enquire if we can send representatives and then contact CH/JR/BH. (Action: JA /MJ)

#### **6. Chemotherapy Bus**

CH raised this matter at the ULHT Meeting on 31 January 2017. On Action Log paper reported:

"The mobile chemotherapy unit (MCU) was scheduled to start work at Louth in January, but due to staff sickness we were not able to extend the service at that time. We took the difficult decision to postpone the roll out until we could ensure this was a sustainable service.

However, we are now in a position to extend to Louth and the MCU will be operational from 1 March weekly."

CH to contact ULHT Communications and Engagement personnel week of 6 March 2017 to see if now operational. (Action: CH)

### **7. Update on Parkinson's Nurse**

Agenda item for next meeting due to absence by JL.

### **8. Surgery Update**

Agenda item for next meeting due to absence by JL

### **9. Consortium Update**

To be reported on by DD after next meeting in March 2017.

### **10. Any other business**

JA reported that the NAPP Bulletin states 2016 instead of 2017.

PPG Awareness Week 19- 23 June 2017 – group need to discuss what PPG will do during this week, possibly some attendance in the surgery.

CH stated that the "TV" in the surgery needs updating as some information out of date, and staffing changes need to be included i.e. new staff, staff leavers, and change of staffing roles. Also Care Week November 2016 needs to come off. Perhaps the PPG could have information on the "TV" MJ to contact TJ re these matters. (Action: MJ)

The meeting closed at 8.45pm.