

**Minutes of the Meeting of the Spilsby Patient Participation Group
Wednesday 18 January 2017
The Grange, Ashby-by-Partney**

Present: Dorothy Dobson (Chair) (DD)
Christina Holmes (CH)
Jeanette Amaral (JA)
Jason Longstaff (JL)
Maureen Jarvis (MJ)
Julie Rajput (JR)

Guest: Bev Hartley (BH)

1. Apologies - None

2. Minutes of previous meeting

The previous minutes were approved and signed.

3. Matters Arising from the Minutes

Chemotherapy Bus

Chemotherapy Bus is going to Skegness as scheduled, but not sure if commenced visiting Louth (11 January 2017). CH to ask for an update on the Action Log for the next ULHT Trustees Meeting on 31 January 2017. (Action: CH)

AGM of East Lincs CCG

JA to try and get feedback from meeting held on 22 September 2016.
(Action: JA)

DNA Figures

New figures to be provided by JL to JA for publishing in March 2017 issue of Grapevine. (Action: JL, JA deadline is 13 February 2017)

4. Spilsby Building Project & impact on Spilsby Surgery

JL issued copy of letter received from Gary James, LECCG, to all PPG members. Gary James has meeting scheduled at the surgery on 27 January 2017. It was

reported that ELDC has written to LECCG regarding the new development. JL to report back to PPG.

(Action: JL)

5. Meetings with Victoria Atkin, Victoria Ayling & Matt Warman

A date to be finalised to invite the above mentioned to a meeting at Spilsby Surgery to discuss the future of the surgery and the provision of local health care. JL to inform MJ of convenient dates and MJ to contact VA/VAy/MW.

(Action: JL/MJ)

6. CQC official report

CQC final report has been received and is on the surgery website.

Congratulations sent from PPG to all personnel at the Surgery. (Action: JL)

7. ULHT Locality Meetings

CH reported that the ULHT have decided to make changes to the meeting schedule. They are now planning to hold central meetings three times a year to replace the quarterly meetings across Lincolnshire. The idea is to bring together members to boost attendance and have meaningful conversations. Ad hoc meetings will be offered if necessary. Members of the CCG will also be invited to the meetings. The next meeting is on 31 January 2017 at The Dower House Hotel in Woodhall Spa. CH has ascertained that Action Log questions can still be tabled.

8. Patient Engagement

Newsletter issued in December 2016 and next one due in February 2017. To include that PPG is supporting Surgery with their observations re the proposed development in Spilsby, advising about new telephone number for the surgery. Copy to be sent to local press. (Action: JA, JL)

Due to problems with MJ's internet JA will continue to liaise with Virtual Members.

9. STP Update for Primary Care

JL reported that there is deadline during January 2017 to respond: all practices are encouraged to respond.

10. Surgery Update

A new telephone system in being installed on 6 and 7 February 2017: there will be a new 01790 telephone number.

Minor ailment scheme funded until March 2017 – surgery receptionists signposting to local pharmacy.

Two Registrars on training placement

New Nurse in post

Advert out for Dispenser

Jeanie Bee retired

11. Consortium Update

DD unable to attend. JL attended the last meeting and reported that Sarah Brine, Locality Manager, is leaving. Hannah King will be taking over from her.

12. Any other business

CH asked JL what is the length of response time to action patient request to access summary record on on-line system. JL to look into this with IT personnel.

(Action: JL)

BH attended the meeting and was invited to join the PPG. CH proposed BH, seconded by MJ and all in favour.

JA will look into NAPP to see if there is anything in which we can engage.

(Action: JA)

The meeting closed at 9.15pm.