

**TRENT VALLEY SURGERY**  
**PATIENT PARTICIPATION GROUP**  
**Minutes of the meeting on 3 July 2018 at Saxilby Surgery**

**Present:**

Paula Bacon  
Carol Breeding (Secretary)  
Dennis Browne (Chair)  
Vivienne Carmichael  
Wendy Climber  
Sue Ford  
David Greenop  
Dr Nagappa  
David Wall (Treasurer)

**Apologies:**

None

**Pod Demonstration**

Paula reported that the demonstration had been cancelled by the presenter and would be re-arranged.

**Minutes of the last meeting**

The minutes of the last meeting were accepted as a true record.

**Matters Arising**

There were no matters arising.

**Chairman's Report**

Dennis thanked those who had been involved in preparing and attending the AGM.

**Treasurer's Report**

David Wall confirmed that the balance in the account had not changed since the last meeting.

**Update on AGM held on 5 June 2018**

Vivienne commented that the AGM had been poorly attended, and that election of members of the Management Group remained outstanding as the meeting had not been quorate. In view of the low turnout Vivienne made some proposals for discussion at a future meeting:-

- discuss and agree a schedule of meetings for the remainder of 2018 up to and including the 2019 AGM
- post the schedule on the TVS website
- consider ways to increase patient involvement both as members of the Management Group and supporters of the PPG
- review the PPG information on the TVS website, updating terminology and objectives - use the website to publicise PPG activities
- as appropriate contact patients who have expressed an interest in the PPG
- consider setting up focus groups to involve patients and seek their views
- engage with the National Association of Patient Participation Groups (NAPP) to use their resource packs and learn from the experience and successes of other PPGs

It was agreed that these proposals would be discussed and developed at the next PPG meeting on 14 August 2018.

**Action:All**

**Report on Patient Council meeting held on 12 June 2018**

Vivienne reported the meeting had been interesting and informative. As the minutes of the meeting would be circulated to the PPG in due course Vivienne explained her report would cover only items that might be of particular interest to the PPG.

### **Mental Health**

Vivienne summarised a comprehensive presentation from Chris Higgins and Steve Roberts on proposals for improving delivery of mental health services for older adults. The proposed way forward would include structured service pathways, improved access to psychological therapies, integrated neighbourhood working, clear links with the third sector, and a seven day service.

Health Promotion advice would be provided on recognizing the symptoms of dementia earlier and trying to reduce the number of people getting dementia. Free training could be made available to PPG members who might be in contact with dementia patients, eg, volunteer drivers.

The Clinical Commissioning Group (CCG) would be preparing a plan for consultation and hoping to gain an insight from General Practice on what patients are seeking when they see a GP regarding mental health issues. Certain members of the Patient Council had given examples of mental health services available in their local areas, leading to a suggestion that practices and their PPGs might consider finding out what voluntary mental health services were available in their local areas, then compiling and publicizing a directory of local services.

Following discussion on Vivienne's report, those present at the PPG meeting agreed that:

responses to the CCG's consultation should be made in conjunction with TVS when requested; a sub-group should be set up to work on a directory. **Action: All**

details on accessing dementia training should be sought. **Action: Vivienne**

### **Strawberry Tea Arrangements**

Sue outlined the arrangements already in place for the Strawberry Tea, and the Group thanked Sue for planning and hosting the event and sharing the proceeds between SIGNS and the PPG fund for the Surgery Pod. David confirmed that he would organise a book stall, Dennis suggested a cake stall, which Sue said would be well-received by visitors to the event, and Vivienne said she would arrange a tombola. David W, David G and Dennis agreed to loan garden chairs for the event.

**Action: All**

### **Practice Manager**

Paula reported that she would contact the Pod manufacturer to set a new date for the demonstration. **Action: Paula**

### **Any Other Business**

The Group noted that the Lincolnshire Health Awards would take place again this year, the deadline for entries being 10 October 2018. It was noted that any patient could nominate any member of staff, group of staff, or the entire practice. Vivienne suggested nominating TVS for GP Practice of the Year, and offered to prepare a draft if Paula would provide facts and figures. **Action: Vivienne and Paula**

### **Date of Next Meeting**

Tuesday 14 August 2018 Saxilby Surgery