

Patient Participation Group AGM – Budbrooke Medical Centre

21st March 2017

Attended:

Sarah Davies

Kristine Hewlett - Budbrooke Secretary

Ken Hope – SWPPG Budbrooke representative & Budbrooke PPG Chairman

Janet Davis – Budbrooke PPG Vice-Chair

Terrence Mander

Phillip Dix

Ernest Petrie

Pauline Legg

Chloe Davis

Gavin Clezy

Apologies:

Dr Henry White

Jennifer Creighton

Verity Al-Daftary

Daisy Charlton

Patricia Carpenter

1. Welcome & Introductions: Ken welcomed the group to the AGM
2. AGM
 - Chairman's Report- Sent by Ken and is attached to the meeting agenda.
 - Constitution Changes- Any changes or amendments to the way our PPG is ran? None
 - Election of Officers
 - Chair person- Ken is standing down this year. Phillip Dix sent letter of interest to Sarah. Phillip Dix was voted the new chair of Budbrooke medical centre PPG. Congratulations to Phillip
 - Secretary- This can be a member of the PPG or a member of staff. No nominations from the PPG. Kristine to continue in the role of secretary to the PPG.
 - Vice chair person- Janet Davis is happy to stand down if anyone else would like to be vice chair person. Everyone in agreement that Janet is the best person to continue the role.
 - Ken wishes Phillip the best of luck as the new Chair person. Ken is sad to be standing down but will continue to play a part in our PPG. Phillip thanks Ken for his work in the last year and the experience he has brought and will continue to bring to our PPG.
 - Matters Arising- No matters arising
3. Surgery updates- Helen Mason is leaving Budbrooke medical centre. Jen will be back 1/2 day a week to work in dispensary
Internal policies to be put on to the intranet.
Interns are working out great. Many thanks to Ernest for organising this. Both interns want to stay on with us
Is phoning for advice working? We haven't really had a chance to introduce this; it is something we will bring in once the change managers have finished.
Change managers in every Wednesday to assist in streamlining our way of working.
4. Update from Phill – Patient and public primary care survey
A survey is being release throughout the whole of the south Warwickshire. The survey will be about how the population wants the GP practices to be ran. The SWCCG are looking for a 2% uptake on the survey. The online survey will be announced on 23/3/17 and the link will be released on the 24/3/17 until 1/5/17. Once all the results are in they will do an analysis on the results. Budbrooke medical centre will put the link in the newsletter and on the TV screen. Only a small amount of paper surveys are being released. Budbrooke medical centre has been issued 10 and these are to be used for people who would not be able to do the online survey. Phillip asked about free ways to advertise this to our patients and it was agreed emails, tweets, newsletter and TV screen were appropriate. We will also ask our patients to forward on to everyone they know in the area. The PPG will organise with Sarah Davies when is best to come in to the surgery to give support to those filling out the paper survey. This survey is important for the future of GP practices in the SW area. Phillip and Kristine will liaise about the online survey and getting it out to our patients
5. AOB – NONE

Next meeting: 16/05/2017