

Jenner Health Centre

Patient Participation Group

Meeting Date: Tuesday 12 February 2013 @ 19:00pm

Attendees:

- Simon Stitson (Practice Manager) - Chair
- Annette Glazier
- Graham Moores
- John Dunham
- Marian Dunham
- William Old
- Pearina Marriott
- Gary Stewart
- Paul Phillips
- Sheila White

Apologies:

- Dr Andrew Anderson
- Dr Adriaan van Biljon
- Dr Anil Nair
- Dr Gillie Evans
- Karen Burrill
- Cheryl Jakes
- Dee Laws
- Trudy Lapinskis
- Penny Fisher
- Dena Old
- Pamela Potts
- Linda Arbon
- Sheila Burrill
- Cindy Poli
- Nicky Spriggs
- Bryonie Smith
- Sue Carter
- Sarah Wood
- Sheryl Sieley

Minutes:

- Simon Stitson opened the meeting and thanked all for attending.
- Group reviewed the minutes from the last meeting and accepted these as a true and accurate record with one minor adjustment.

Update on Just Another Show – 23 February 2013

- Graham and Annette updated the Group on the final preparations for Just Another Show on Saturday 23.02.2013.
- The rehearsal for the first half of the show was completed at the venue (Ivy Leaf Club). Most acts attended and performed and the evening went well. Synchronicity also attended and will prove a very strong addition to the show – they will be the penultimate act.
- David Bailey had created a Facebook page to help promote the show and has linked this to the Practice Facebook page. Pictures from the rehearsal have been uploaded and can now be viewed.
- A further act has also been added to the show – this is a hip/hop dance group with 7/8 dancers. They will need floor space to perform and will also need to liaise with David to arrange the music etc.
- A further rehearsal will take place at The Falcon on Friday 15 February at 19:30pm in the function room with a further evening at Jenner Health Centre on Thursday 21 February at 19:00pm.
- Thanks were extended to Dee in her absence for all her hard work in collating raffle prizes from local businesses for the event. Dee has even secured a tumble drier as the top prize from Hotpoint.
- Graham will check with Karen as to whether there are enough spare ticket books to run the raffle – otherwise additional raffle books will be purchased.
- The Group also ran through several outstanding raffle prize collections and these were distributed out with thanks to all those helping.
- The Group will have access to the venue (Ivy Leaf Club) from around 1pm and volunteers are needed to help set up.
- Graham and Annette will be there with Paul and David helping to set up the stage, lighting, music and backdrop. Simon and Karen will also help to set up.
- Simon will help set-up the displays and will bring the raffle prizes over to the Club and will also bring the print outs used for the Open Evening. The blue survey boxes and blue tack will also be needed together with the PPG clipboard for use at the door,
- The Group discussed raffle ticket prices and agreed on £1 per strip. A donation will be requested for programmes and Marian and Pearina will help to sell the raffle tickets and collect donations on the evening.
- David is preparing the programme and will email this through to Simon. Simon will print the programmes and Annette will kindly put these together at the rehearsal evening.
- The Group checked that one of the Practice Partners will be available to thank everybody for attending and to advise everybody what their money has been raised for. Simon reassured the Group that both Dr van Biljon and Dr Andeyaba will be attending and that Dr Anderson is hoping to drop by as he is also working that evening. Dr van Biljon will make a short thank you speech at the end and confirm that the funds have been raised to purchase a finger-tip cholesterol testing

machine.

- Photography for the event may be covered by Chris Brudenell.
- The Group would also like to send thank you letters after the event to all of the businesses who supported them, advising them of how much was raised by the raffle and the event in total. Simon has a draft thank you letter that the Practice uses for donations and is happy to share this – the PPG can then tailor this letter to their needs. These can then be sent – or delivered – with a copy of the programme.
- All unsold tickets need to be collected in by 20 February 2013 so that they can be passed to the door and sold on the night if requested. A minimum age for a ticket was agreed and this was set at above pre-school.
- Simon will sort a float for the raffle and for the ticket sales box.
- Graham will contact Karen to see if she has any further tickets to sell or return.
- Simon took the opportunity to thank everybody who has been involved in putting together Just Another Show for their hard work and for all of the time that they have committed to the project. A great deal of time and effort has been invested – particularly by Graham and Annette, Dave and Paul, Dee with the raffle, everybody who has supported the rehearsals and by all of the acts that are taking part and supporting our fundraising efforts. Simon extended his thanks and those of the Partners and those of all of the patients who will benefit from the equipment they have raised funds to purchase.

Other Items

- Simon asked what the Group would like to focus on next and Paul suggested that arranging further educational events would be good.
- The Group agreed and Marian suggested that Dr Anderson could provide a talk on epilepsy and that this could be held joint with NQST PPG and patients. Simon will discuss this with Dr Anderson.
- Simon also mentioned that the Group have previously expressed an interest in hearing from the Alzheimer's association and that this can also be arranged for a future meeting.
- Graham mentioned that the Factory Shop would like to sponsor local Groups and wondered whether they might be interested in supporting the PPG. Graham will pass the details through to Karen.

Any Other Business

- Simon distributed copies of the results of the 2012/13 annual Patient Survey and asked the Group to review these ahead of our next meeting. These will be discussed at the March meeting together with a review of last year's action plan. A new action plan will then need to be agreed for 2013/14.
- Next meeting will be **Tuesday 12 March 2013 at 7pm at Jenner Health Centre.**