



# Jenner Patient Participation Group

**Minutes** of meeting held 12 February 2014 at Jenner Health Centre

**Present:**

Gary Stewart (Chairman), Jan Sharman (sec), Dr Anil Nair, Annette Glazier, John Dunham, William Old, Sheila White, Pearina Marriott, David Bailey, Pat Butcher, Paul Phillips.

**Apologies received from:**

Graham Moores, Marian Dunham (Treasurer), Jayne Gann,

This meeting was called ostensibly to discuss and make final arrangements for the 'Just Another Show' due to take place on 22 February.

**Minutes of last meeting**

Minutes of the last meeting were discussed and 2 corrections made

- *Paul* not Pat attended the last meeting
- Coates Golden Age is due to be held on *Thursday* 6 March not Saturday

Gary explained that a building society account had finally been set up although there had not been any letters received by the officers to confirm this.

There was some discussion about where other monies from fundraising events were now but was assumed that they had been deposited in the Jenner Charities account. Anil said he would make enquiries so that this money could be returned to the JPPG to deposit in the account. Gary pointed out that although Simon Stitson had controlled this in the past, the JPPG is independent of the practice and therefore the accounts must be separated.

Marian has requested a new cash book which was agreed and that £20 petit cash would be set aside for items requiring immediate purchase.

There also needs to be a float for the concert. This was agreed

**Just Another Show Arrangements**

David Bailey explained all the arrangements that were in place for the concert.

Rigid frames have been made to provide a backdrop for the stage. These will be covered in gold shimmery fabric. Graham's wife and daughter will also be providing art work.

The draft programme was circulated.

- Spelling of 'raffle' needs to be corrected
- The band would come on after the dance troupe
- Address, possibly by Dr Daniel, would be given after the raffle draw and before the second half of the show.
- Programmes would be on sale at 10p each. David is happy to print 125 of these.
- It was no longer the primary care budget but the CCG budget
- Performers give their services free.
- Lighting and sound will be given by ?Breve Music from Peterborough, a professional organisation which will provide high quality effects. Also the PA system to the raised area at the back will be improved.

Set up for the show would be between 12 noon and 3pm. Rehearsals would start at 3pm in order to ensure the sound is correct.

Annette listed all the raffle prizes that had been donated. Since nobody frequents the New Crown pub this would not be approached. Wendy Allen said she would give a basket of fruit so that would be added to the list of donations in the programme instead.



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The venue will not be left unattended after the set up at noon.

The doctors who attend the concert will do the raffle draw and Gary and Annette will attach the winning numbers to the prizes as they are drawn to be collected at the end of the concert. The order of the prizes will already have been decided before the draw.

Paul will do photographs and although it was hoped that Dave from the press would attend, photographs would be sent if he is unable to come. Articles would also go to Discovering Whittlesey.

Annette asked for unsold tickets to be returned. There were 27 tickets still available for sale although there may also be some in Ivy Leaf. 60 performers have been provided with free tickets but their supporters will be charged. JPPG members also pay. Ticket money has to be paid before the night as this deters people from not showing up.

Gary, John and Bill will be on the door. Dena and Perina will sell programmes and Graham and Ham raffle tickets. Annette will take care of programmes.

Jan will do name badge inserts for those helping.

Several group members have offered their services to set up

### **Golden Age Event 6 March in Coates Hall.**

Gary explained that this event is run by Fenland District Council and is aimed at the over 60's.

Julie Randall at Fenland says it is a surgery not a fair, for local communities and it has been agreed that we will take part.

- It is assumed set up will be at 9 a.m. events opens at 10 a.m. until 1 p.m.
- David's display boards to be used for display.
- Display to include list of items that have been purchased by the JPPG for the Practice, Anil will provide the list.
- Practice to provide information leaflets suitable for the over 60's
- There are tables available at the hall.

Gary, Jan, Dena, Bill and Annette are to help at the event.

### **Educational Talks.**

New Queen St Surgery PPG is putting on some educational talks which Jenner patients are welcome to attend. Their advertising material left in the waiting area at Jenner HC has not included the venue however. This has caused some confusion as it could be assumed that this would be at Jenner and organised by JPPG. Gary has explained to Queen Street Surgery that any advertising at Jenner must have clear indication where the talks were being held and that the reception staff must be given the posters to put up, not just left in the waiting areas.

The dates for the talks are

- 28 March Carers Trust
- 29 May Health Training.

It was suggested that we should also put on some educational events and possibly aim to have these on a Saturday morning. These events could be by tickets to appropriate patients and these would be free as long as the person agreed to attend. Coffee and cake could be provided. Anil would see if this was a possibility.

### **Patient Forum**

Gary attended the patient forum. Services for older patients were discussed. The LCG wants 3 reps from each group to attend meetings but cannot give a list of dates for these. The purpose of the



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meetings was to try to solve such issues as what happens when elderly patients are discharged out of hours.

Phlebotomy contract is under review. Of interest, not all practices, including the Minor Injuries Unit, can carry out blood testing.

### **News from the Practice**

Anil reported the new Practice Manager will start duty on 6 March but will have a steep learning curve as he is not from a Health Service background.

As reported in last minutes, Dr Lawal who has been working as a locum at the practice has been appointed as the salaried GP for two days each week.. It is hoped that Dr Brown will increase the time he spends at Jenner.

Dr Anderson will be away for the whole of April.

Gary reported that some help with System1 may be available to the practice from an expert in the system.

### **Patient Survey**

Members were asked by Gary to look at the patient survey and pick out points of interest for discussion and if possible compare with the last survey to see if any improvements have been made.

Gary enquired if the Practice had applied for funding from the Government Challenge fund for extra opening. Anil said he would find out.

*You may be interested to read about the 3 pots of money available, see the website below*

<http://www.rcgp.org.uk/news/2014/february/rcgp-calls-on-clinical-commissioners-to-deliver-first-wave-of-extra-funding-for-general-practice.aspx>

### **NHS Care Data Scheme**

Gary also reported that the Practice appeared to have been 'caught on the hop' as far as the scheme to uplift patient records was concerned having nothing in place following our last meeting to deal with patients wishing to opt out of the scheme. This has now been rectified but possibly most patients are unaware of the scheme since the information provided by the Government arrived as junk mail. It is possible therefore that the records will be uplifted with most unaware that their confidential information has been taken.

**Date and time of next meeting, 7 pm 12 March 2014 at Jenner Health Centre.**

**N.B.** Topics and information for discussion submitted by Jayne Gann have been delayed to the next meeting when more time available to consider them