

# Jenner Health Centre

## Patient Participation Group

**Meeting Date:** Tuesday 13 December 2011 @ 19:00pm

### **Attendees:**

- Dr Andrew Anderson
- Simon Stitson (Practice Manager)
- Annette Glazier
- Pamela Potts
- Paul Phillips
- Sheila White
- William Old
- Sue Carter
- Bob Wicks – New Queen Street PPG Chair
- Michael Bacon – Chair, Borderline Patient Forum

### **Apologies:**

- Dr Adriaan van Biljon
- Dr Anil Nair
- Jackie Brisbane (NHS Cambridgeshire)
- Karen Burrill - Chair
- Cindy Poli
- Dee Laws
- Penny Fisher
- Trudy Lapinskis
- Dena Old
- Linda Arbon
- John Dunham
- Marian Dunham
- Sheila Burrill

### **Minutes:**

- Simon Stitson opened the meeting and thanked all for attending. Simon offered to chair the meeting as Dr Anderson was delayed and Karen was away. Dr Anderson would be joining the meeting later.
- Group reviewed the minutes from the last meeting and accepted them as correct.

**Michael Bacon – Chair of Borderline Patient Forum**

- Michael joined the meeting to introduce himself to the Group and to provide an update on the Borderline Local Commissioning Group and changes within the NHS.
- Michael explained that work towards the current structure started about two years ago following news of plans to change the NHS. A commissioning group had already been formed between Jenner Health Centre, New Queen Street and Stanground Surgeries, Yaxley Group Practice and Doddington Medical Centre. The Group is called Borderline as it covers those Practices with patient areas that cover multiple health and social care boundaries.
- Borderline became one of the first two pathfinder clusters in the Eastern region and has since grown to cover 11 Practices, including Bretton Medical Practice who joined us most recently.
- Plans to change the NHS were recently revised by the Government, changing the focus to larger Clinical Commissioning Groups, made up of small Local Commissioning Groups. Borderline is a Local Commissioning Group and will be part of the Cambridgeshire (including Peterborough) Clinical Commissioning Group.
- Michael's role is to Chair the Borderline Patient Forum and to be the Borderline Patient representative on the Board. Michael has the power of veto over any proposed changes or decisions the board may look to make. Each Practice has a PPG and each PPG provides two patient representatives to sit on the Patient Forum. The representatives convey the views on their local PPG to and from the Forum and from the Doctors and Clinical Teams at each Practice.
- Michael will continue his role until the proposed changes come in to effect in April/May 2013.

### **Updates and Actions from last meeting**

- **Update on Coffee Morning** – Feedback from the Coffee morning on Tuesday 18.10.2011 was positive and that all enjoyed the event. Some patients had advised that they did not realise that it was on, so next event will be promoted more widely via local magazines and the ET local pages.
  - Overall, the event was rated as very good for the first session and the Card sales were received positively.
  - Thank you to everybody to helped out on the day and with organising the event in advance and all thank you to all those who supplied cakes.
  - Coffee Morning raised £87.00 in ticket sales, £77.99 (£78.00!) from the raffle and £11.18 in commission from the card sales.
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- **Update on the Talent Show** – Auditions for the Talent Show were held on Tuesday 18.10.2011. 11 acts attended and all were put

through to the event on 25.02.2012. Thank you to all those who attended the auditions and the Group praised those who took part.

- Many of the acts also attended an open-mic night on 25.11.2011 for some additional practice and two further rehearsals will be held in January. Karen has e-mailed Simon about dates – both are Weds which aren't ideal to be held at the Practice. Group discussed and settled on Thurs 12.01.2012 and Thurs 26.01.2012, starting at 19:00pm and running through to 21:00pm.
  - It was also felt that one of the rehearsals should be held in the venue (St Andrew's church hall), or an additional rehearsal, so venue for 26.01.12 session may change or an extra date may be added.
  - Need to know from the acts in advance what they would like to sing etc as some auditioned using the same song. Annette will confirm with Mike re:- hosting the event, Karen has a contact of somebody who may be able to host also.
  - Backdrop has been sorted and bar has been arranged also.
  - A raffle will be held on the night to further boost the takings with proceeds going to the PPG fund.
  - Volunteers to help with ticket sales, the raffle, setting up and clearing up and organising on the night will be needed.
  - Annette and Paul will meet to discuss an action plan with a further organising meeting in January.
  - Paul will arrange tickets and posters and will pull together info for an article in the ET and local Whittlesey magazine. Also there is a new Whittlesey website that can be used to promote the event also.
  - Tickets will be sold via the PPG on Tuesday mornings.
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- **Update on Practice Survey** – Simon thanked everybody for all their hard work and effort in collating the patient surveys. The completed surveys have now been collected by Jackie Brisbane – more surveys can still be completed – so that they can start inputting the surveys and analysing the results. Results will then be discussed and shared with the PPG so that an action plan can be agreed and then promoted to the wider Practice population.
  - **Update on Fundraising** – Simon advised that the PPG have collected £534.17 so far, including a donation of £250.00 in memory of a patient. From this fund, £284.17 has been raised through social activities and can be used as a fund for running the PPG.

### **Feedback from the Practice**

- Practice continues its seasonal flu vaccination campaign. Chronic disease group patients and patients over 65 have been targeted. Over 1800 vaccinations have been given. A small stock remains and the Practices continues to contact eligible patients to offer them the vaccination.

### **Any Other Business**

- Annette will look into the supply price of an EMG machine via her contacts at the hospital.
- Annette will arrange for the PPG to be promoted for new members alongside adverts for the Talent Night.
- Simon advised still looking to recruit some younger members to the PPG, Bob Wicks offered to help with this and will raise our request with his younger members.
- Next meeting will be **Tuesday 10 January 2012 at 7pm at Jenner Health Centre**