

Hugglescote Surgery

PATIENT PARTICIPATION GROUP MEETING Minutes

Date: Thursday 6th February 2020

Time: 1:30PM

Venue: Meeting Room

Attendees: Alan Ryder, Rosie Ryder, Bob White, Joy White, Maxine Clifford

For the practice: Keleigh Atkin, Melissa Coleman

Apologies: Janet Wood, Colin Mason, David Wood

Item	Issue	Action
1.	Introductions <ul style="list-style-type: none">Jemma Whetton – Asset Manager, Nexus Group (Landlord) Jemma was unwell today therefore another meeting will be arranged	
2.	Minutes of last meeting <ul style="list-style-type: none">At the last meeting we discussed approaching Terri Eynon to see if she could support us with our expansion. Keleigh to contact.	Update
3.	Action Plan Update <ul style="list-style-type: none">Next available GP appointment Not an ideal situation as booking for a routine appointment is a longer waiting time than we would like to see. We are making an effort to push self-care, minor ailments and sign posting.Online services registration 26% - no movement since previous meetingESCR sign-up 49.4% Before 54.3% CurrentFriends and Family Test Low uptake expected but actual data not know for today's meeting	Information/Discussion
4.	WL CCG PPG Network <ul style="list-style-type: none">Last meeting update Meeting today 6th Feb – information to follow at next meeting from minutes	Information
5.	NWL Federation PPG <ul style="list-style-type: none">Last meeting update Last meeting on 3rd Feb. Information provided at the meeting included 3 pharmacist who have	Information

	started across all practices, physios to be introduced at a later date.	
6.	<p>Fundraising</p> <ul style="list-style-type: none"> • Next event Next event to be confirmed, expected event around Easter time. Details to be discussed at next meeting. 	Discussion
7.	<p>Practice News</p> <ul style="list-style-type: none"> • GP team update New registrars ST1, 2 & 3. Dr Pike, Dr Patel and Dr Faid • Nursing team update Sandie is new to the nursing team and is settling in well • Reception/Admin team update Amy sadly left the Surgery due to family commitments. We have appointed a new receptionist, Michelle who will start in Feb. • PCN Update • Fax machine Our fax machine service will be withdrawn from 1st March. • Cancer Champions Would you like to help people living with or beyond cancer? You could become a cancer champion. You do not need any experience as full training can be provided. You can contact Julian.wing@leicestercityccg.nhs.uk if you are interested in this role. 	Information/Discussion /Decision
8.	Patient Question Time – an opportunity for patients to raise any questions to the practice team.	Discussion
9.	Any other business	Discussion
10.	<p>Date and time of next meeting</p> <ul style="list-style-type: none"> • 23rd April 1:00pm 	Decision