

**MINUTES of WARGRAVE SURGERY PPG MEETING
WEDNESDAY 12th JUNE 2019 at 1.00pm**

Attendance: Tom Berman (Chair) (TB), Tony Lloyd (TL), Kate Wilson (KW), Lisa Sayers (LS), Dr Julia Thurston (JT), Judy Butler (JB), Tony May (TM), Bethany Neall (BN), Grace Atkinson (GA), Celia Reinbolt (Secretary) (CR)

Apologies: Sue Griffiths (SG), Jane Love (JL), Judith Stephenson-Hodges (JS), Josie Osborne (JO)

TB welcomed BN and GA to the meeting as Piggott School representatives taking over from Jude Davis and Harman Sondh. He also welcomed JB who was standing in for JO. TB informed the meeting the JS is retiring from the group and he wished to record his thanks to her for her support. He also warmly thanked JT for her work as senior partner at the practice and wished her well in her retirement at the end of July. The PPG appreciates the commitment of the partners in the Wargrave practice. JT in turn commended the work of the PPG.

1. Minutes of the last meeting (06/03/2019)

These were agreed.

2. Matters arising

TB apologised for not carrying out all his actions from the last meeting as he has had eye surgery. All other actions have been taken and other relevant matters were agenda items.

3. Surgery Website – JB / All

JB looks after the website. JT agreed with JB that the website is going well with more patients wanting to go online although there is a delay while they bring their ID to the surgery. There is a facility for patients to ask questions and the surgery responds. LS confirmed that her question had been responded to. There are not many missed appointments. TB will send amendments regarding PPG information on the website to JB for action. TM noted that the website does time-out rather quickly. JB to look into this and extend the time. TL asked if the website requires more work from surgery staff and both JT and JB confirmed this is the case.

4. Patient Panel Numbers – TL

TL circulated an update and reported that there has been a modest increase in numbers. Current active membership: 1836 which is approximately 25% of the total list.

5. November 2018 PPG Survey and follow up / Newsletter – TL / TB

The survey report is on the website and TB will send some information to the Royal Berks. The main action outstanding is to prepare a Newsletter.

6. Piggott School Survey – LS / BN / GA

LS, BN and GA have produced a report, which LS had emailed to the group, on the findings of the survey (anonymous responses) which had questioned levels of stress and mental health of 6th form pupils at the school. A link to the survey results could not be accessed by the group and LS will make this possible. BN and GA understood that there were support services such as ARC and CAMHS available at the school but many pupils were unaware of these. BN and GA will contact Mr Dusterhoft and Mrs Rebecca Alexander, Deputy Head Teacher, to arrange a meeting as soon as possible to discuss the findings and what actions should be taken. All pupils from Y7 upwards should be made aware of all services available at the school. TL said that some responses (e.g. by gender) could be further analysed and JT expressed an interest in responses relating to Wargrave surgery specifically. GPs would be interested in working more closely with the school, talking to pupils about subjects such as stress. Sharing of the report - with other local surgeries for example - must wait for confirmation from the school.

KW had attended a Community Partnership Forum Presentation given by Nadia Barakat - Associate Director - NHS East Berks CCG - Mental Health, LD, Children & Families the previous evening. Mental health support teams are being put in place and communicating with schools but there is a lack of communication and sharing of information between different regions/areas. If the Piggott School agreed, the report could be sent to HealthWatch, although TL informed that meeting that funding for HealthWatch in this area has been cut and there was also a question as to how much the HealthWatches in the different regions speak to each other.

TB thanked LS, BN and GA for their work compiling the report.

7. Future Survey Monkey Funding - All

Finchampstead PPG has contributed to Wargrave PPG's annual subscription to Survey Monkey and wishes to carry out a survey before the end of the year's subscription in approximately 4 months. The Wargrave PPG will not carry out another survey in this time but would like to be able to carry out future surveys. The annual subscription is approximately £400. The group agreed that it is important to continue to be able to carry out surveys of patients' attitudes and TB would follow up potential sources of funding. Possible fundraising activities could include selling cakes and tea at Elizabeth Court (JT) alongside the flu clinics. TB will let Finchampstead know that this PPG will not be carrying out a further survey at the moment.

8. Community Navigator – JB / JT

TB will follow up with Phil Cook at *involve* as he has not yet received the information from him following on from the previous meeting in March. JB confirmed that information regarding the Community Navigator is on the website and JT shared an example of information which GPs can give to patients who need to refer themselves to the service.

9. GP Alliance Update - JT

The new name for the Alliance is Primary Care Network and Dr Kennedy has more knowledge as to how this will work. A GP will be elected to sit on the ICS board to give a voice on Primary Care. JT believed that funding will be an issue.

10. Huntleigh Digital Doppler machine – JB / All

A nurse at the surgery had suggested the PPG might raise money to purchase a machine for the surgery. The group discussed the general funding of equipment by the surgery and the feeling was that it was not for the PPG to raise money for such equipment. JT suggested that the partners would discuss this at their next meeting.

11. 7 Day Working – JT

TB questioned who covered Sundays and JT informed the meeting that Sundays are covered by 111 out of hours, a service paid for by the surgery. No practice in the cluster works on Sundays.

12. RBH Developments - TL

- On 29th May the hospital celebrated the 180th anniversary of the Trust, an event attended by local dignitaries.
- The annual Staff Excellence Awards ceremony had been held the previous week in the Concert Hall.
- TL had met the CQC as another full inspection is due.
- GENESIS study – pain relief for osteo-arthritis using tiny plastic beads – being developed.
- Rainbow Midwife Service (specialist care and support for families during pregnancy and after the loss of a baby) an RBH midwife has won an award.
- The RBH provides money for staff projects – one such is the provision of screens in A & E letting patients know how long they will need to wait.
- NHS planning process: priorities – more than 10% of all outpatient appointments are being moved out of the RBH to other hospitals. The RBH is also trying to move certain services out to surgeries which have space and where there is demand.
- The Trust's financial target has been agreed and should be feasible. More money is available if the target is reached.
- Two RBH directors will leave this year and will need to be replaced.

13. Date of Next Meeting

Wednesday 25th September 2019 at 1pm.

14. AOB

- TL asked if there was a podiatry service in the village and whether there would be space for someone to work in the surgery. JT said she would discuss this with her colleagues. Any such service would be on a private basis.
- CQC: JT together with Dr Kennedy and JO had taken part in a pilot Skype review 3 weeks previously. Skype being used instead of a physical meeting.
- GPs had held a succession planning meeting for the practice. When JT retires there will be 4 partners remaining and two experienced female GPs have been recruited to take up the clinical side and relieve pressure on the management side.

- TB questioned whether there were problems at the local chemist regarding repeat prescriptions. JT was not aware of any problems.
- TL has an article for the Wargrave News regarding updates at the RBH.
- TL informed the meeting that the RBH would like more young people to become members of the Trust.

ACTIONS

TB	TB to follow up with Phil Cook to forward information regarding comparative numbers, from when Wargrave had a physical Community Navigator and the current telephone scheme.
TB/JB	TB to let JB have discussed amendments regarding the PPG for the surgery website.
JB	To amend website to lengthen time on website for users before being 'timed out'.
TB/TL	To draft the next Newsletter and circulate to members.
LS	To make Piggott Survey responses (Survey Monkey) accessible by PPG members.
BN/GA	To meet Mr Dusterhoft and Mrs Alexander to discuss next steps of school survey results.
TB	To contact Finchampstead PPG re Survey Monkey.
TB	To follow up re possible fund raising for Survey Monkey.