

The Beeches Medical Practice
Patient Participation Group meeting
Monday 1st August, 6:00pm
at Bayston Hill

Minutes

Present: Rob Gough (chair), Gill Berry (secretary), Nikki Fox, Gill Jones, Dr Rob Laycock, Karen Moseley, Terry Seston, Dolores Vaughan

1 Apologies: Geoff Garrett, Maggie Hitchings, Joy Jones, Teresa Lewis, Kim Richards, Pam White

2 Meeting agenda, AOB and meeting timing

- a Several items were notified at the end of the meeting (see items 4a-4d).
- b It was agreed to finish the meeting by 7:30pm.

3 Men's health awareness event, 21st September

a Schedule:

In additions to 'stalls' and information available:

- Mr Andrew Elves, Consultant Urologist, will be speaking about prostate health.
- GJ and the GPs will be speaking about heart health.
- GJ to talk to Dr Kevin Lewis, Director of Help2Change, with a view to him speaking about coronary heart disease at the event.
- The GPs will be speaking about other services available at the surgery.

b Refreshments:

- TS to arrange for the use of the **kitchen** at Christ Church.
- DV & NF offered to **help with refreshments** of tea and biscuits.

c RG has **invited other PPGs** to the event and will do so again at the next Locality Group meeting.

d Poster/flyer:

GB had asked her son Dan to help in designing the poster; he is very busy and initially had felt unable to fit this in. After some discussion it was agreed to offer him £50 to design the poster.

[Subsequent to the meeting GB approached her son again, who agreed to do this; the poster is now on the Healthy Shropshire website:

<http://www.healthyshropshire.co.uk/news-flash/calling-all-men-mens-health-awareness-event-21st-september/>

e Publicity:

- TS will approach the editor of **The Villager** re placing the poster in the next issue (copy needed by 10th August).
- Other **posters** to be placed in the library and churches, the noticeboard on the Parade, etc.

Action: RG to provide basic info/wording for the poster.

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- RL reported that the partners aim to present a **broad overview** of men's health, screening programme (e.g. bowel screening), how illnesses change over a man's lifetime, heart issues/preventative medicine, introducing help for those with mental health issues.

Action: RL was unsure whether Mr Elves has been contacted again, but will discuss this at the management meeting tomorrow.

- KM reported that the **Prostate Cancer UK** leaflets have arrived.
- GJ to arrange **Help2Change** publicity and 'stall'.
- GJ asked whether it would be possible to give a **PowerPoint presentation**. RL replied that the surgery has a screen and projector which could be used for this.
- KM asked whether we could link to other groups.

Action: HS/KM to investigate this.

- GJ to ask **Age UK** about Walking Football and RG to contact Jamie Edwards at **Shrewsbury Town Football Club**, if he is still leading the men's health outreach there.
- TS to contact **other charities** via his work at the **Roy Fletcher Centre**.
- RG to ask **Bannatyne's** Health Club and Lifestyle gym if they would like to set up a 'stall'.
- RG to ask **Alan Leigh** (physiotherapist at Lifestyle) if he would be willing to attend.
- RG to find out whether anybody local from the **Prostate Cancer UK** charity would be willing to attend with a 'stall'.
- It was agreed that the event should be **free to attendees**.

4 AOB:

- a RL reported that the **CQC inspection** scheduled due to take place tomorrow (2nd August) has been deferred until September due to GP absence/holidays.
- b HS reported that there is a **PPG email address** which needs to be monitored.
Action: RG to discuss further with HS/KR.
- c RG reported that the renewal subscription is due to NAPP (National Association for Patient Participation).
Action: NF to pay this (£40).
- d HS presented a cheque for £40.45 to NF for **book donations**.

NB: Due to time pressure, other agenda items were deferred.

5 Dates of next meetings:

22nd August (Bayston Hill) – 6:00pm. **NB this is an extra meeting.**

5th September (Bayston Hill) – 6:00pm (*KR agreed to take minutes, as GB will be unable to attend this meeting*)

The meeting ended at 19:45pm.

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Outstanding actions as at 1st August 2016

Item	Actions	Progress
Men's health event	EJ/another GP to contact Mr Elves again RG to invite other PPGs again GJ/RG to investigate inviting other charities/organisations (Age UK/ Walking Football/ STFC) GJ to arrange Help2Change publicity and stall. GJ will invite Dr Kevin Lewis to speak KM to obtain more Prostate Cancer charity leaflets KR to report to the partners about the plans for the event GB to ask her son to design a publicity poster TS to arrange for the use of the kitchen at Christ Church. TS to approach the editor of The Villager re placing the poster in the next issue (copy needed by 10 th August). TS to contact other charities via the Roy Fletcher Centre RG to invite Bannatyne's Health Club and Lifestyle gym RG to invite physio Alan Leigh to attend RG to find out whether anybody local from the Prostate Cancer UK might attend RG to provide info/wording for the poster HS/KM to investigate linking to other groups	EJ/GPs Ongoing Ongoing GJ GJ Complete Complete Complete TS TS TS RG RG RG RG RG HS
HeartAge – next steps	TS to find contact details for Oakmeadow School PTA. KM to speak to Edwin Marvin re coffee morning. TL to contact EM to initiate contact with other parish councils. GG to speak to the Pitchford Village Council.	Ongoing Ongoing Ongoing Ongoing
Young Health Champions	KM to update the PPG on progress re survey on young people's health	Ongoing
Care Coordinator: update from Karen M	TS & KM to keep the group updated re aftercare of elderly and vulnerable patients.	KM/TS/ Ongoing
PPG promotional leaflet	RG to have 1000 of the leaflets printed by the CCG.	Ongoing
PPG email address	(Item 4b) RG to discuss monitoring email with HS/KR	RG/HS/KR
Shropshire Patient Group	RG will continue to send out the SPG newsletter to PPG members once a month.	Ongoing