

The Beeches Medical Practice
Patient Participation Group meeting
Monday 22nd August, 6:00pm
at Bayston Hill

Minutes

Present: Rob Gough (chair), Gill Berry (secretary), Jean Cruickshank, Nikki Fox, Geoff Garrett, Maggie Hitchings, Dr Ed Jutsum, Kim Richards, Terry Seston, Dolores Vaughan

1 Apologies: Gill Jones, Joy Jones, Teresa Lewis, Karen Moseley, Pam White

2 Meeting agenda, AOB and meeting timing

a None.

b It was agreed to finish the meeting by 7:30pm.

3 Men's health awareness event, 21st September

a Actions from the previous meeting

- One of the GPs has left a message with Mr Elves' secretary.
- RG has invited other PPGs.
- RG to put a poster into the SPG newsletter, which goes to all members.
- Age UK will attend and run a stall.
- STFC will attend and run a stall re Walking Football
- GJ will be helping with a Help2Change stall
- Dr Kevin Lewis has confirmed that he will attend and speak at the event.
- KM has organised leaflets from Prostate Cancer UK.
- TS: to arrange for the use of the kitchen at Christ Church hall.
- TS has contacted The Villager; they will kindly display the poster for free.
- TS has contacted organisations at the Roy Fletcher centre but none are able to be involved.
- RG has contacted LifeStyle Gym; the manager is attending with two of the personal trainers. (Alan Leigh (physio) is on holiday at present).
- Prostate Cancer UK will attend and run a stall.
- RG has provided wording for the poster.
- KM continues to link in with other groups and will speak to GPs about this.

b Publicity

- Thanks were expressed to GB's son Dan Berry, who designed the poster.
- A copy of the poster will appear in the Villager for issue on 1st September.
- A copy of the poster is on the Healthy Shropshire website.
- Posters to be placed in the three pubs in Bayston Hill, the noticeboard, chemist, crossroads shop, village hall, Methodist church, butcher's, charity shops, Roy Fletcher Centre, Co-op, etc. TS to have 22 prints to distribute in Bayston Hill and Shrewsbury.
- GG to put posters in the parish church in Condover; unfortunately, however, it is now too late for inclusion in the parish magazine.
- RG to investigate linking with Condover Parish council email distribution.
- RG to put poster in Ryton newsletter
- Dorrington area: community hall, surgery and shops/hairdressers.
- GG to contact new Vicar of Dorrington re putting a poster in the parish magazine.

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- NF to investigate making a postcard-size handout.
- NF to leaflet Dorrington.
- Post office, parish noticeboard, Acton Burnell Post Office (GG)
- Similar in Ryton (RG)
- Bannatyne's (MH)
- Shropshire Star, Chronicle, Admag, Radio Shropshire and the Gateway, with a covering letter (MH; KR to provide posters).
- Condover School newsletter (GG).
- Oakmeadow School (TS)
- Lifestyle Gym, STFC and Stapleton village (RG).

c Refreshments

- TS to arrange for the use of the **kitchen** at Christ Church.
- DV & NF offered to **help with refreshments** of tea and biscuits.
- Milk (4l), tea (+ decaff), coffee (+ decaff), sugar, biscuits – notionally catering for 100.
- NF offered to help set up in the afternoon.
- There is a mobile microphone available at the church for amplification.
- It was felt that there should be enough time for people to browse the stalls.
- TS and RG will present/comper the evening.

d Schedule

In additions to 'stalls' and information available:

- RG to introduce the evening in the format:
Presentation – break – presentation – break.
- Mr Andrew Elves, Consultant Urologist, will be speaking about prostate health (15m speaking + 5m break/browsing).
- Dr Kevin Lewis will be speaking about heart health (15m + 5m).
- Three of the GPs will be speaking about other services available at the surgery (15m + 5m).
- RL has left messages with Mr Elves and will continue to try to contact him.

e RG to **invite other PPGs** again at the next Locality Group meeting.

f Stalls

Age UK, Lifestyle Gym, Prostate Cancer UK, Public Health/Help2Change, STFC Walking Football + KM invitees.

4 AOB: None

5 Dates of next meetings:

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

* 10th **October** (Dorrington) – 5:30pm

* 14th **November** (Bayston Hill) – 6:00pm

* 12th **December** (Dorrington) – 5:30pm

(* *These dates to be confirmed with the GPs by KR*)

The meeting ended at 7:25pm.

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Outstanding actions as at 22nd August 2016

Item	Actions	Progress
Men's health event	EJ/another GP to contact Mr Elves again	Complete
	RG to invite other PPGs again	Complete
	GJ/RG to investigate inviting other charities/organisations (Age UK/ Walking Football/ STFC)	Complete
	GJ to arrange Help2Change publicity and stall.	Complete
	GJ will invite Dr Kevin Lewis to speak	Complete
	KM to obtain more Prostate Cancer charity leaflets	Complete
	KR to report to the partners about the plans for the event	Complete
	TS to arrange for the use of the kitchen at Christ Church.	Complete
	TS to approach the editor of The Villager re placing the poster in the next issue (copy needed by 10 th August).	Complete
	TS to contact other charities via the Roy Fletcher Centre	Complete
	RG to invite Bannatyne's Health Club and Lifestyle gym	Complete
	RG to invite physio Alan Leigh to attend	RG/ongoing
	RG to find out whether anybody local from the Prostate Cancer UK might attend	Complete
	RG to provide info/wording for the poster	Complete
	HS/KM to investigate linking to other groups	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