

**Kiveton Park Primary Care Centre
Patient Participation Group
20th November 2013**

Present: Barry Winterbottom, Marilyn White, Jean Hirst, Sarah Whyllie, Michael Brabbs, Ron Law, Keith Emsden, Brian Daniels, Chelsea Cane.

Apologies: Charles Hazle, Marsha Raynes

Minutes of the previous meeting: the minutes of the previous meeting were agreed.

Brian Daniels started the meeting by explaining that the PPG is not a political group or an offshoot of the council, as it appears that the council are trying to get closer to local groups. Michael Brabbs explained that the local council is not a political group either.

Treasurers Report:

On the last bank statement there the PPG had £225.00, but this has since increased to £348.00 after a donation of £123.00 from Michael Brabbs in memory of his mother, Doris. Barry thanked Michael for this.

At the moment the group is still unclear about what they are going to spend the money on.

Barry and Brian have a meeting with Dr Wallis tomorrow to discuss funding for the Physical Activity initiative.

There was a brief discussion about how much the practice contributes to the group, all committee members said that the practice contributed a lot to the group, by providing rooms for meetings and photocopying etc.

Action: to put together a financial plan for next year.

Contact with the school:

Chelsea said that she could be a contact for the school.

Promoting the Group:

It was suggested that an advertisement is put in the Community Matters magazine, this is published four times a year, and is distributed throughout Rotherham. A full page would be £100 - £150, and for a donation of £50 we would be able to have half a page.

Action: Brian to put together a communications action plan and Becky to organise getting the PPG put back onto repeat prescriptions

Questionnaire:

Chelsea has completed this, this now needs to go out by the end of December. It will need to be approved by NHS England first. We discussed how we would distribute it and it was

agreed that we would put some out in the surgery and post some, so that we get the views of the different types of patients we have.

Action: *Chelsea to email the questionnaire to Becky, who will email it to Keith.*

Housing Development:

The consultation period for the proposed new housing development has finished, the legality of the development now has to be checked and a decision should be made towards the end of March 2014. This item will remain on the agenda until we know the final decision, as this will have implications for the surgery.

Networking meeting: 29th October 2013:

Keith attended this meeting; one of the major things that came out of this meeting was that the PPG are having more say in practice matters, so it is therefore important that the PPG are heard for the good of the practice. It was agreed that it is important that there is a representative from the PPG at these meetings, and Dr Say thought that it would be good if this person met with one of the Partners to feed back.

Action: *Dr Say to meet with Keith next week.*

Practice News – Dr Say:

Charles is taking early retirement at the end of this month, he will not be replaced like with like, but the Partners will be taking on some of his work. Marsha and Becky will be working with the PPG.

The Pharmacy development is on hold, until Weldricks have finished their re-structure.

AOB:

There is going to be a change in bus services which means taht people from Kiveton will no longer be able to get directly to Rotherham Hospital, a meeting was held in the Village Hall yesterday but there was no one present from the bus company.

Mariyln and Susan attended the ‘Ask three questions’ seminar, something that is aimed at people who find it difficult to speak to the doctor. At some point they will have a stand in surgery and give the leaflets out.

Next Meeting:

18th December, in the afternoon for Christmas social meeting.