

Kiveton Park Primary Care Centre
PPG Meeting Agenda
28st January 2015

1. Welcome and apologies – Brian
Attending: Dr D Say: Brian Daniels: Barry Winterbottom: Jean Hirst: Sandra Williams: Marsha Raynes: John Brabbs
Apologies: Marilyn White: Susan Wietscher: Keith Emsden: Chloe Sarginson: Rebecca Clowes
2. Approval of the minutes of the meetings – Brian
Minutes approved, but request from Dr Say for amendment of December minutes regarding action plan that it was a joint decision, not a practice decision
3. Finances - Barry
Barry said the balance was £368.00
4. Projects with the surgery this year – Brian said that he thought we should concentrate on one project at a time, rather than having too many things going on at once
 - Action Plan
 - DNA – Marsha told the group that in October there had been 197 and that a power point would be displayed in the surgery informing patients of this. Reception were also ringing patients who missed their appointments to see if there was a reason for this, to make sure they were okay and to remind the patient that the appointment had been missed.
5. Contact with schools – Dr Say, Marsha waiting to hear back from Mr Di Asio at Wales High
The group decided to look at other groups who could engage with the PPG such as District Nursing Team, JADE, Football Team, Art Group, Weight Watchers, Walking Group etc. It was suggested that once the group had more money in the bank a Bursary to a local student could be consider of something in the region of £1000. It was also suggested that maybe a £200 bursary to 5 students maybe a better idea.
6. Working with elderly – Brian/Dr Say
7. Open Forum - Education of patients, John Brabbs showed the Local Magazine that had information about appointments at the Practice. Marsha would enquire about the price/space in the magazine. It was mentioned that the first week in March is the Admiral Awareness Meeting, a subject which Susan brought up several months ago. Marsha said that the surgery could put a display up in reception
8. Feedback from networking meeting held on 2nd December – Susan Wietscher
 - Friends and Family Test
 - Reducing waste medicines
9. News from the practice (including TFT results) – Dr Say

New partner in post Dr Rejia Ullah to start in August

Family and Friends test to be done again on 13th February, good positive response and results and information on the Flat screen in reception

10. Medicines Management – Brian – Marsha to speak to Jason Punyer about what he will discuss at the meeting and the duration

11. AGM

It was agreed this would take place in March

12. Date of next meeting – 18th February at Finningley Lodge, Marsha to do a poster to display as Finningley Lodge for residents