

**WATERHOUSES MEDICAL PRACTICE**  
**PATIENT PARTICIPATION GROUP**

**Minutes of the PPG Meeting held on Wednesday, 17<sup>th</sup> July 2013**

**1) Welcome and Introductions: .**

PPG Members – Mrs JB, Mrs AH, Mrs BJ, Mr WR, Mr MR,  
Practice Staff - Kate Robotham (Practice Manager) and  
Michelle Wilton (PPG Secretary)

**2) Apologies:** Mrs MH, Mrs SN and Mr IW

**3) Minutes of the last Meeting:** Kate went through the minutes and it was agreed that these were a true record of the last meeting.

**4) Matters Arising:**

- a) Update on Succession Planning – Kate confirmed things had moved on somewhat since the last meeting and that Dr Sunil Angris had now handed in 6 months notice to the relevant Health Authority. He had reached this decision further to wanting to spend more time with his family. She also explained that all implementation had been put into place in order to advertise and recruit another Lead GP to take over his role with a view to buying the property/business as well. Mr WR asked if it was usual for a GP to own a Practice? Kate confirmed that it was, especially smaller, rural practices such as ours. She was very pleased to say that we already had 3 very interested parties, all of which were in a good financial position to be able to purchase the Practice. A meeting had been held here at the Practice with a representative from NHS England who was happy with our succession planning and what had been done so far. Kate said that she was really pleased with such a positive response to the advert. WR asked if these were GP(s) who were local or were willing to relocate to the area as it is an obvious benefit if they're familiar with the area in which they're practising? Kate could say at this point that they were all North Staffs-based GP's who had expressed a strong interest. The deadline for applications was Friday, 19<sup>th</sup> July. A decision will be announced once all the formalities have been completed – a firm offer has to be placed and contracts and all legalities drawn up. It was confirmed that Dr Kate Chadwick's position would remain as it is now – ie. 2 days per week on a Monday and Tuesday. KR went on to say that, all being well, late September looks likely to be when we can make an announcement on the new successor.
- b) There followed discussion about recent events and how this was affecting the Practice. Kate confirmed that the Public Meeting recently held at Waterhouses Primary School to 'discuss the future of the Practice' had had no involvement from the Practice itself and was not sanctioned by the Practice. Some PPG members were shocked to learn that we had not received notification or invitation to this meeting or any member of the PPG. Various inaccuracies about the future of the Practice have arisen as a result, one of which was stating that the GP coverage was actually 1.6 not 1.75 and that we have 2 x GP's, not 1, plus Dr Dawn Moody's session once a week. Mrs AH and Mrs BJ actually attended the Meeting. Although the staff were praised, the main issue seemed to be the waiting time for a routine appointment and funding. It was unanimously agreed that we need to issue some sort of statement giving positive reassurance that the Practice is in the process of securing its future through recruitment and purchase of the premises. Kate agreed to do this. The press reports were discussed and again, inaccuracies arose and didn't make 'good reading'. Kate also reported that she had been on the NHS Choices website which gave us a 1\* which she was really concerned about, especially based on the fact that this related to comments placed following the Public Meeting!

- c) Telephone Numbers of PPG Members willing to be contacted – In light of all of the recent events, Kate wanted to clarify with those PPG members who had kindly agreed to have their telephone numbers displayed in order to be contacted were still happy to do so; this was agreed by those members. Michelle reminded these members to convey to any patients who may contact them that the PPG is **not** to be used as a 'Complaints Forum' and any complaint about a clinical matter should be directed through Kate Robotham, Practice Manager as usual. Those members were thanked for their co-operation in this matter by Kate and Michelle. *(Telephone numbers once again listed at the bottom of these Minutes)*

**5) PPG Locality/Area Group**

Mrs BJ had asked for this to be an Agenda item. Kate said that she had recently been to a meeting where the fact that we haven't yet got a Locality Group was discussed. Kate agreed with Mrs JB who said that we need to have definite parameters in order to know what procedures are in place when reporting to a higher body as in what we do and don't divulge especially with any sensitive issues. She agreed to look into this and report back at the next meeting.

**6) Any other Business**

- a) Mrs JB suggested that at this time it would be a good idea to refresh and promote the profile of the PPG in order to invite new members. Michelle and Kate would like at this.
- b) Next Practice Newsletter – Kate said that we had purposefully held off going to print with a new Newsletter until we had something to report about the recruitment of the new lead GP. Michelle will make a start and await the outcome of this in order to go to print with the Autumn edition. Mrs JB added that when we do have a new lead GP(s) in place, it would be super idea to hold a Welcome Party in order to promote the future of the Practice.

**7) Date and time of next Meeting**

The next meeting will be on **Wednesday, 25<sup>th</sup> September** at 1.00pm in the Surgery. All welcome!

**PPG Members who are happy to be contacted**

<b>Mrs Annis Hall</b>	<b>Telephone: 01538 309922</b>
<b>Mrs Bridget Johnson</b>	<b>Telephone: 01538 266373</b>
<b>Mr Wyn Reilly</b>	<b>Telephone: 01335 324127</b>
<b>Mr Malcolm Robinson</b>	<b>Telephone: 01538 304322</b>