

WATERHOUSES MEDICAL PRACTICE
PATIENT PARTICIPATION GROUP

Minutes of the PPG Meeting held on Wednesday, 1st July 2015

Present: PPG Members – Mrs AH, Mrs CH, Mrs BJ, Mrs SN, Mrs RO, and Mrs JB.
(Please let Michelle know if your name isn't above or in apologies)
Practice Staff – Mrs Kate Robotham (Practice Manager/Vice-Chair),
and Michelle Wilton (PPG Secretary)

1) Welcome and Introductions by the Chair/Vice-Chair

2) Apologies: Wyn Reilly (Chair), Mrs JR, Mr MR, Mrs JD, Mrs SC, Mrs MH, Mrs YP,
Dr U Tiguti and Dr J Ferguson.

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

4) Matters arising:

- a) PPG Chair – Kate read out Wyn Reilly's letter of resignation as Chair of the Waterhouses Patient Participation Group due to health reasons. Kate asked for it to be recorded as to how much we'd appreciated Wyn's contribution to the Group and wanted to thank him personally for his taking on the role of Chair. She added that she will continue as Vice-Chair for now but explained that as per NHS England's guidelines, the group should really be patient-driven and therefore the role of Chair should be a PPG member; she asked that members thought about this prior to the next meeting.
- b) Kate wanted to apologise for having to cancel the last meeting at such short notice. We are aware that Mrs RO had made time to travel from her place of work for the meeting and had already left before we could get the message to her. Apologies for this.
- c) ST2/GP Registrar – Dr Mathew Benjamin has now replaced Dr Will Edwards as our ST2/GP Registrar and is with us until February 2016. We are sure all patients will give him a warm welcome. Dr Edwards wanted to pass on his thanks to all patients and staff he had the pleasure of meeting and working with during his time here. He has now gone on to Moorlands Medical Centre, Leek for his last placement before qualifying as a GP.
- d) Patient Locality Group (PLG) (Moorlands Rural and Werrington) – Mrs RO attended the last meeting and found it very interesting and informative. Currently looking at and working on introducing more uses and services at Cheadle Hospital, including a 'step up'/'step down' hospital bed system being introduced. There will also be a Representative from the Dementia Service at the next PLG meeting. We could advertise more services at Cheadle Hospital with GP's and Nurses services being offered. Please see attached report for more detailed information. Mrs RO was thanked for her attendance at this meeting and her most informative feedback along with Mrs JB who is also a representative of our PPG at these meetings.

5) Any Other Business

- a) Practice Plans for the Future – Kate said that she was delighted to announce that we had been successful in a bid to extend the Practice. We were the only Practice in North Staffs to win a bid through NHS England. She showed draft plans to members. NHS England will pay 66% towards the build with the Practice making up the remainder. Kate will be project managing it. We have already had a visit from Peak Planning who offered good advice, as we fall in to their jurisdiction as well as Staffordshire Moorlands planning authority, and they will be looking at the Architect's plans in a couple of weeks along with the successful builder.

Work is hoped to have begun by March 2016 according to NHS England deadlines and budgets. Kate outlined how and where the build would take place with an 'upstairs' for administration which would free up 3 valuable consulting rooms 'downstairs'.

Dispensary would be extended which is now essential and well received as we have outgrown our current dispensing space. She will keep everyone informed of developments but reiterated how exciting this was. Mrs CH asked Kate if she thought there would be any objection to the plans, to which Kate replied that she didn't think so as everything was being done as environmentally friendly as possible and explained what our constraints were, including the roof tiles, look of the brickwork, where windows were being placed and the materials being used.

- b) On-line Patient Access/'Patient On-line' – this is now in operation (formerly EMISaccess). Michelle reported that we were getting more interest from patients about using this service.

6) Date and Time of Next Meeting – Wednesday, 7th October 2015 at 1.00pm

PPG Members who are happy to be contacted by Patients

Mrs Annis Hall	Tel: 01538 309922
Mrs Bridget Johnson	Tel: 01538 266373
Mr Malcolm Robinson	Tel: 01538 304322