

Minutes of Meeting 3rd March 2020

Those attending: Sandy Ross-Brown Ketan Amin Barry Duplock Jane Dexter Margaret Phelps Mike Garrett David Dexter Richard Flatau Vanessa Evans Lynn Siveyer	
Apologies: Paul Haskell Nikki Alexander Diane Parkinson David Dexter Amar Bhogal Coleen Knowles-Baker Anna Gunst	
	Action
1. Apologies received. Minutes of last meeting agreed by all.	
2. We welcomed Mike to the PPG and introduced the team.	
3. As the team is growing, we could do with a up to date list of all members with contact details – e mail, tel. no., etc. Paul will e mail the team to ensure we have the correct information and then provide Sandy with a summary list.	PH
4. Newsletter, as per previous meeting - David had drafted some notes as to a newsletter content. Newsletter in progress. PPG team badges to be created.	DD
5. Fundraising and PPG awareness was successful when the members of the team attended a few clinic sessions in November 19. The funds raised for PAH totalled over £300	
6. We plan to have a stall at the Esher May Fair again this year – it will be on Sat. 16 th May and we should aim to have team members on site from 12 – 4 p.m. Discuss again re rota for set up, materials and promotions, etc.	
7. Sight & Sound Surrey – discussed that we hosted the Sight & Sound mobile bus last December. The service is offered in conjunction with Surrey County Council and provides lots of info and products to residents. Sandy will liaise with the service further as they have offered to provide a talk – both to a PPG meeting and a patient event.	SR-B
8. Jarvis Breast Screening – the locality nurse had visited the practice and has offered to speak at a patient event. With so many activities planned within the PPG, the EGS staff may take this event further.	LS
9. Cheer – a charity befriending group: as Mike has become a befriender in the Cheer service we discussed if there might be an option for the	MG

practice to work with them to help those in the community in need of help/advice/contact. Mike with discuss with his Cheer contacts and report back to us.

10. Matron services: Richard spoke of recent case of using locality matron services. There is a report letter which EGS will look at in more detail. LS confirmed there is a locality Matron service working within the Community Medical Team, accessible to all East Elmbridge practices. There is also a home visit service (as we have noted previously) available to locality practices which is a paramedic service which we can access by Skype, paramedic visits, reports back, etc.
11. Practise Hope – the MIND suicide prevention pilot project – is making good progress. Contacts with providers of services, information being gathered, leaflets to be produced, information for website. Planning now in place around an evening event – likely to be in May – where we would invite speakers from charities, those who have experienced mental health problems to speak, audience of young people, parents, friends, relatives. Sandy has secured a venue for the event and is liaising with local schools/colleges/youth groups. PPG members will submit ideas, meet again to discuss.
12. Showed the EGS New Year Newsletter to the group, any ideas for the Spring issue would be welcome – let Lynn know.
13. Planning of educational events for 2020:

May 16 th	Esher May Fair
May 19 th ?? tbc	Practise Hope
Early June	Dementia Carers
September	Sight & Sound
End Oct/early Nov	Respiratory

14. Agreed best to create smaller groups for each item.
15. Practice update: a) welcome new members to the PPG, b) thanks to Sandy for continuing Chairmanship work through recent months and thanks for bringing this meeting together c) EGS are managing the effects of the Coronavirus in safest way possible, continual updates from Public Health England, our Clinical Commissioning Group, all staff aware and safety measures in place wherever possible d) LIVI on line appointments available through App or tablet e) data security – all staff have completed training, practice must submit a GDPR toolkit document by end March, all confidentiality documents in place f) fire

All

<p>safety – staff training last week g) GPs attend regular educational events – respiratory talk today Infection Control training for all at end of April h) we are an Armed Forces & Veteran friendly practice and Jacquetta is our clinical lead and has attended an information event recently i) currently identifying patients with learning disabilities/making contact, offering healthchecks j) new staff recruited – an Advanced Nurse Practitioner and new admin. staff k) we continue to register new patients l) we are a Parkrun Practice and will be taking part in Parkrun event on Sat. 14th March – all PPG members invited and all patients invited m) we have a computer upgrade w/c 16th March, engineers on site for 10 days so managing of process in place</p> <p>16. Next meeting: April 7th at 6.30 pm</p>	