

BROOKMILL MEDICAL CENTRE, LEIGH



Patient participation group

Date: Monday 21st January 2019, 18:00 – 19.15 pm

Venue: Brookmill Medical Centre, Leigh

Attendees: Margaret Fenton, Nancy Smith, Patricia Calland, Julie Connell, Eileen Crompton and Janet Greenwood.

Apologies: Ann Smith, Marjorie Baines, Verna Talbot, Joseph and Noreen Mort, John Pickup & John Calland.

AGM MEETING

Minutes of last Meeting: The group confirmed the minutes from the last AGM meeting were a true and accurate representation of the meeting.

Matters arising from last Meeting: None.

Chairpersons Report: A reasonable year with PPG members averaging around eight. Ideally 10-12 would be good however, difficult to recruit new members.

Throughout the year we have had 4 main speakers ranging from Citizens Advice, Community Pharmacist, Autism and Wigan & Leigh Carers. In July we held a coffee morning and a magnificent £752 was raised which was donated to Wigan & Leigh Hospice.

In December Lorna Timmis joined the Practice as Assistant Practice Manager, her background based on data management. I am sure many of you have noticed her input on the T.V. screen and Practice website.

A Practice Directory has just been started but members need to consider a time to come into surgery for this to progress satisfactorily.

Input at the cluster meeting still remains low, despite the reminders but I thank the members of the group who do attend.

Finally I wish to thank Julie who despite her busy job, records and prints the minutes.

Election of Officers – No members offered to take any of the roles so it was left as follows:

Chairperson: Margaret said that she would do this for a further twelve months only.

Secretary: Julie also said that she was prepared to do the role for a further twelve months.

Any Other Business: None.

PPG GENERAL MEETING

Attendees: Margaret Fenton, Nancy Smith, Patricia Calland, Julie Connell, Eileen Crompton and Janet Greenwood.

Apologies: Ann Smith, Marjorie Baines, Verna Talbot, Joseph and Noreen Mort, John Pickup & John Calland.

Minutes of last Meeting: The group confirmed the minutes from the last AGM meeting were a true and accurate representation of the meeting.

Matters arising from minutes: Margaret mentioned that the Practice Directory has been started and asked for members to help build it up. Members were asked to pick up any leaflets on services they come across and bring into surgery.

Nancy mentioned that Bedford Methodist Church room hire is £35 for 2 hours. Margaret asked her to check on times available with a view to holding first aid courses there.

Margaret asked if the money we have been given for our PPG has to be used within the 12 month period or do we lose it? Julie said that she would check with Sahra and let her know.

Margaret informed the group that Urgent Care Centre at Wigan had not yet opened due to a few problems and it should have opened in November. She said that the Leigh Urgent Care Centre is due to open Easter time.

Finance: Margaret said that because we do not have a Treasurer for the PPG group that any money raised goes straight to the charity after the charity event has taken place (i.e. Coffee morning).

Any Other Business: Margaret brought a poster in for a coffee afternoon for Wigan's Respiratory Flow Programme and is to help to improve services. There are two dates in Leigh and Wigan and the public can just turn up. Poster will be displayed on the noticeboard.

Leigh:	Leigh Cricket Club	Monday 4 th March 2pm – 4 pm.
Wigan:	Sunshine House	Monday 4 th February 2-4 pm
		Monday 1 st April 2 – 4pm.

Margaret mentioned about another surgery that are all on line appointments now or you have to call in to book as they do not take bookings over the telephone? She said that this has been reviewed recently and that they have had to revert back to taking some phone calls. Janet asked about our surgery appointments and how they work? Julie informed her that the surgery has 24 and 48 hour appointments that can only be booked at that time of release and on the day appointments for patients who feel they need to be seen sooner. Routine appointments are also allowed to be book up to 3 months in advance. The appointments are split between the above slots as evenly as possible. The surgery does take appointments over the telephone. Nancy commented that it is an excellent service.

Margaret mentioned that the CCG are hoping to start a newsletter which will include one item from each PPG. This will mean that the PPG's will not need to publish one for their Practice. There are a few things to iron out first before this goes ahead:-

Cost – PPG and CCG split 50/50?

How many times a year it will be published?

There are 12 PPG's in our area. Would it be a large newsletter?

Hopefully there will more information on this at the next cluster meeting.

Margaret asked Julie if she could check if Diane from the CCG has spoken to Sahra regarding the newsletter.

Next Cluster Meeting date is Thursday 21st March at Dr Wong's Surgery, Old Henry Street, Leigh 1-3 pm. If anyone is interested in attending please let Margaret or Julie know.

NEXT MEETING: MONDAY 18TH MARCH 2019 AT 6 PM PROMPT.