



Patient Participation Group Rainworth Surgery Meeting Minutes

Call to order

A meeting of PPG Rainworth Surgery was held at Rainworth Surgery on 10:00am 26th May 2023

Attendees

Attendees included

Laura Baker	Reception manager
Emma White	PPG member
Lynn Holland	PPG member
Nicola Bunning	PPG member
Gary Joynt	PPG member
Lynn Alsop	Minute taker

Members not in attendance

Members not in attendance

N/A

Approval of minutes

1ST meeting no previous minutes to verify.

Reports

1st meeting no reports to follow up

Unfinished business

N/A

New business

LB welcomed the members of the PPG, she asked if they would all be in agreement to read the proposed agreement between PPG and practice and if they would be willing to sign this agreement - All members agreed to take and read to see if there was any adjustments required prior to signing.

LB advised that she was new to this role and all assistance and advise would be welcomed.

LH advised that previous PPG meetings she felt had no focus.

LB advised the PPG group would be the liaison for patients to surgery, things that the PPG could be involved with are Health awareness campaigns and showed the group the list of campaigns for the coming year. Could set up tables with information, sell cakes or coffee morning etc.

LB advised PPG board was up in the surgery.

Discussion re clubs in the area that are already running could be advertised on the call board with dates and time - LB agreed the Church group which LH suggested, to be added "Living with Dementia" every 3rd week Wednesdays at the church.

Social action hub are starting a new group called "The Chatty Café" Thursdays 10:00-12:00 Launch 8th June 2023 at the Social action hub.

Cornwater evergreen club meets every Thursday at Cambridge Close Centre Rainworth 10:00 - 12:15, Cornwater at Ravenshead is open 5 days a week.

LB asked for volunteers from the group to be Treasure, secretary and chair.

Lynn Holland - Secretary

Nicola Bunning - Treasurer

Chair - still available

Short discussion re aims of group to promote a positive and valuable service to the patients and surgery by volunteering to assist in campaigns.

LB asked for suggestions on how often the group wished to meet. It was agreed every 12 weeks would suit most of the group, 4 meetings a year. It was agreed could be more frequent if a campaign needed organizing.

LB asked if the group would like a generic e-mail account to be able to contact the surgery direct, all agreed this would be beneficial and LB agreed to organize. **(Action)**

LB explained the reason the phone lines are difficult to get through at certain times, the sharing of the building dictates how many lines we can have, the group said now it had been explained they understood. LB advised the latest data on average waiting time was 4 minutes.

National volunteers' week is in June and there is a training course available if anyone is interested - this is VCVS training which once complete gives a certificate - all the group would like to participate in this, LB to source. **(Action)**

Health campaigns for this year was discussed and it was agreed that Alzheimer's would be the 1st campaign, Thursday 21st September 2023. **(Action)**

LB will add dates and times of campaigns to the website and the practice notice board. **(Action)**

GJ asked if there were any campaigns pertaining to "Ataxia". There was none specific to this condition on the list.

LH - What would be expected of them when running the campaigns in the surgery, if patients are unwell would possibly not want to engage, LB suggested we could open the education room for the PPG so they are not within the surgery area which may encourage attendance, this would need to be well publicized. LB to book room **(Action)**.

The aim of the group is to promote health awareness and advice

LB - PPG are our face to face with the community.

LH mentioned a poster with photos of the group, it was agreed by all they would be happy to have phot taken and poster be made available. **(Action)**

NB - would the group have to source merchandise for the health awareness campaigns, it was agreed when campaigns agreed and discussed it would be in the minutes who would be responsible.

GJ - He is a licensed fishing coach and would be happy to take people fishing, also he does a woodworking group at Ransom Wood. This is ideal for people with PTSD or similar.

LH- Do they need to be DBS checked? LB to check - **(Action)**

NB - Men's talking group has been started in the village.

LH - There is a walk and talk group which goes from the Lurcher/Sherwood, the group is on FACEBOOK.

LB - suggested a directory of local groups could be put together. **(Action)**

All agreed they were happy to receive e-mails from Laura regarding any PPG business.

Next meeting: Thursday 17th August 2023 at 13:30

Secretary

Date of approval