

**MINUTES OF THE
REDGATE MEDICAL CENTRE/SOMERSET BRIDGE MEDICAL CENTRE
PATIENT PARTICIPATION GROUP MEETING
HELD ON WEDNESDAY 31 JULY 2019
AT REDGATE MEDICAL CENTRE**

Present:

Clair Brown, Patient Rep, RMC

Pat Crick, Patient Rep, RMC

Elsa Gell, Patient Rep, SBMC

John Mitchell, Patient Rep, SBMC

Jill Mitchell, Patient Rep, SBMC

Allison Scott, Receptionist/Carers Champion

Kathy Bartley, Practice Manager

1 Apologies & Introductions

Apologies were received from Sue Boulton, John Sealey, Phyllis Smith.

2 Matters Arising from the Minutes of the Last Meeting

Health checks for Carers – KB reported that a draft template for the proposed health check had now been agreed. It had been suggested that the planned health checks should be undertaken as part of a pilot project this year, which could be evaluated. Members of the PPG were invited to formulate a series of questions to be included as part of the evaluation process.

Action: PPG members to submit suggested questions to KB for inclusion in the draft questionnaire

3 Practice Update

New Staff –Dr Julia Hewson will be joining the practice next week. Julia will be working Wednesday, Thursday and Friday mornings.

Care Quality Commission (CQC) – Following its Annual Regulatory Review telephone call in May, the practice has now been officially notified that the CQC do not feel there have been any significant changes to the quality of service being provided by the practice since its last inspection in 2016 which would trigger a visit this year. The CQC aims to inspect all practices every 5 years.

Collaborative Learning in Practice (CLiP) – Another four University of Plymouth student nurses will be joining the practice on placement from early October until the end of the year. Members of the PPG 'Expert Patients' will again be invited to meet with students during their placement.

Flu Vaccination Programme – The practice has been notified of a national delay in practices receiving vaccines for under 65's this year. Flu vaccination clinics will be starting towards the end of September .

4 Garden/Tea-Party – Wednesday 28th August, 2-4 pm

Plans for this year's event were discussed.

Invitations/Promotion:

- AS/KB are currently organising invitations to a variety of organisations who have supported the practice to establish social prescribing activities such as SASP, Sedgemoor DC, Home In Sedgemoor, Sydenham Improvement Group, Debbie Johnson, Job Centre.
- KB to send invites to PPG members of other local practices.
- KB to organise promotion of event via Facebook – our Social Prescribing page and Bridgwater Matters, Practice Website.

Raffle:

- AS has asked staff for donations of non-perishable items for a Tea-Party themed Hamper
- AS has contacted The Co-op to enquire whether they could donate anything towards the event

Cakes:

- Staff and PPG members to donate cakes

Produce:

- CB confirmed that strawberries, tomatoes (hopefully), rhubarb and herb bouquets will be available on the day.
- Cuttings and small plants also available

On-the-day organisation:

- Tables and chairs to be brought down from meeting room (Colin/Steve Gell)
- Planters from back garden to brought out
- Patio table and chairs
- Gazebo (KB)
- Paper plates, cups, napkins, bunting (AS/KB)

5 Gardening Update

CB/JM commented that installation of the outside tap at Somerset Bridge has been really helpful for watering purposes

Plans for the Somerset Bridge garden were outlined.

Action:

- KB to continue to promote gardening group within practice (reminder at next clinical meeting)
- KB to ask Liam, Sydenham Improvement to promote the Redgate Gardening Group on their weekly What's On Noticeboard
- CB to purchase compost and arrange for additional water butt to be installed.

6 Date and Time of Next Meeting

Wednesday 28th August 2019, Redgate Medical Centre