MEETING NOTES

**Dipple Medical Centre Patient Participation Group**

**Date/venue:** Thursday 24 January 2019 at Pitsea Library

**Attendees:** Angus Watts – Patient, Dr Arayomi Surgery

 Simon Johnson – Co-ordinator, Heart of Pitsea (PPG Co-ordinator)

 Gill Buttwell – Administrator, Heart of Pitsea (minute taker)

 Kate Senior – Practice Manager, Malling Health Surgery

 Joely Keating – Deputy Practice Manager, Malling Health Surgery

Sandra Acott – Practice Manager, West Wing Surgery

Rob Hill – Patient, West Wing Surgery

 Jane Hill – Patient, West Wing Surgery

**Apologies:** Farry Ismail – Practice Manager, Dr Arayomi Surgery

**PPG FINANCE**

There is continued confusion over the location of the PPG finance. It was agreed that responsibility of this issue should not involve the patient volunteers nor Heart of Pitsea.

**ACTIONS:**

It was agreed that the practices take the issue forward with the CCG and provide an update to the PPG.

**COMMUNITY HEALTH MARKET 11 FEBRUARY, 9am-12noon DIPPLE MEDICAL CENTRE FOYER**

7 organisations have booked tables at the health market. There is still room for more – everyone welcome to put forward suggestions of any other organisations they’d like to invite. The event will be great opportunity to promote the PPG – patient volunteers invited to attend - Rob and Jane Hill are hoping to be there.

**ACTIONS:**

Gill Buttwell to contact Kate Senior for Basildon Diabetes Group contact details.

Practices to supply PPG applications forms for the day.

Information on PPG meetings, including dates/times, to be on display in the foyer.

**HEALTH ‘CONFERENCE’ EVENTS**

Simon Johnson circulated a project brief for the proposed health ‘conferences’, which will be put forward to the Heart of Pitsea committee for a funding decision (no cost to the PPG or practices). First topic – respiratory conditions. It was pointed out that the word ‘conference’ might not be appropriate for this type of event, so suggestions for a name would be appreciated. These events should help raise the profile of the PPG. Angus suggest perhaps a nurse that specialises on the health topic could be a good speaker.

**ACTIONS:**

Suggestions for a generic event name. (Rob Hill suggested ‘Health Concerns’)

Date to be arranged

Respiratory Health Providers/Guest Speakers/Videos to be arranged – research and suggestions please.

Sandra Acott to ask respiratory nurse from her practice if she would like to get involved.

PPG logo to be circulated.

Fact sheets to be produced for each event and for practices to use in the future.

Event to be promoted to the wider community beyond The Dipple Medical Centre and Heart of Pitsea boundary.

It was requested that practices text information to patients and add information to prescriptions.

**SURGERY NEWS**

XX will be taking over XX Surgery as of 1 April 2019.

**NEXT MEETINGS**

It was suggested that meeting dates for the next 6 months to be set before Health Market (11 Feb) in order to promote the PPG at the event. Format of meetings are intended to be an open forum with a clear, common agenda.

**ACTIONS:**

Meeting dates to be set.

Items for next agenda please.