MEETING NOTES

**Dipple Medical Centre Patient Participation Group**

**Date/venue:** Thursday 28 November 2019 at Pitsea Library

**Attendees:** Maggie Venn, DMC, South Wing Surgery

 Jane Hill, Patient, East and West Wing Surgery

Rob Hill, Patient, East and West Wing Surgery

Kate Senior, Practice Manager, East and West Wing Surgery

Jodie Keating, Deputy Practice Manager, East and West Wing Surgery

 Gill Buttwell, Administrator, Heart of Pitsea (note taker)

 Daljit Kaur, Practice Manager, Dr Arayomi Surgery, East Wing

**Apologies:** Sandra Acott, Practice Manager, East and West Wing Surgery

**SURGERY NEWS AND UPDATES**

* **East and West Wing Surgery:** Dr Sims & Partners and Malling Health surgery facilities and staff have now fully merged as East and West Wing Surgery with one patient list. A new doctor is being recruited. Maggie Venn felt that the advert wording for the doctor recruitment may not accurately describe the location of the surgery.

**ACTION: Kate Senior to check accuracy of the recruitment wording.**

* **Dr Arayomi Surgery, East Wing:** Daljit Kaur is now the Practice Manager for Dr Arayomi’s surgery and has been in post since August.

**HEART OF PITSEA UPDATE**

* Simon Johnson has now left Heart of Pitsea and Gill Buttwell is currently the contact, whilst a new co-ordinator is being recruited.
* The Community Health Market event was held in the Dipple Foyer on Monday 21 October. 10 organisations attended. Rob Hill would like to see a PPG table with resources at the next event.

**ANY OTHER BUSINESS**

* Dipple PPG needs more promotion and recruitment of patient members. Posters are currently on display in the Dipple Foyer.

**ACTION: Kate Senior to check email contact details are correct on practice website. East and West wing to start the campaign to actively promote the PPG. Gill Buttwell to improve wording on posters to try to make PPG more appealing to patients.**

* It was felt that the GDPR information on the white board in the West Wing surgery needs to be replaced.

**ACTION: Kate Senior**

* The CCG are now holding regular meetings with all practices to discuss the construction/development of the Dipple Medical surgery.
* Rough sleepers are sleeping in the Dipple Foyer.

**ACTION: Gill Buttwell to put Emergency Night Shelter information in the foyer.**

**NEXT MEETING**

Thursday 16 January, 11am-12noon at Pitsea Library