

Low Moor Medical Practice

Meeting of the Practice Patient Participation Group

Monday 15th May 2018 at 10.30am

1. Members present: Bernard White (BW) (Chair), Bev Monkman (BM), Pat Sagar (PS), Norman Settle (NS), Jean Wainman (JW), Christopher Wainman (CW), Maureen Rowland (MVR) (Practice), Alex Avis (AA) (Practice), Laura Barraclough (LEB) (Practice)

2. Apologies: Derek Butterfield (DB), David Robinson (DR), Audrey Robinson (AR),

3. Practice Access Plan As **AA** had to leave the meeting early, he introduced the Practice Access plan to the group introducing how we can engage with the practice population and move forward for the coming year. A copy is attached to these minutes (*Appendix A*)

AA left the meeting at 11.00am

4. Information Leaflet. **BW** introduced the work that has been done with **AA** and **LEB** on a new practice leaflet. **LEB** talked to the leaflet which will go to new patients. **PS** suggested that these should be given out to current patients when they attend the flu vaccination days later in the year. A copy of the new leaflet is attached to these minutes (*Appendix B*)

5. Minutes of the Previous Meeting:

The minutes of the previous meeting were circulated during the meeting.

6. Matters Arising from the Minutes:

a. Lost In Memories. Dementia Awareness Theatre Presentation:

BW advised the group that the production is in abeyance as a suitable venue is still being sought.

b. Practice Health Champions. The group has 3 new members from the recruitment day, and they have had a first meeting, which **BW** chaired, to discuss the way forward. They have decided on an open day for information providers such as carers resources, HUB activities, bereavement counsellors etc. This will be held on Saturday 23rd June 2018 between 10.00 and 4pm. Advertising has gone into the Wyke Awake free press, which **BW** will follow up, having heard nothing to date. Posters and fliers will go out and up later in the month.

Volunteers are sought to man the surgery on that day as stewards. All volunteers to email **MVR** before the day.

The next PHC meeting is on Monday 21st May 2018 to discuss event details.

At this point LEB left the meeting.

7. AOB.

a. BW introduced the national Practice survey results comparing Low Moor to the local CCG averages and the national achievements average. The practice is performing well within the CCG but, as always, there is room for improvement. There was substantial discussion of the report, include regarding the comparisons to Wibsey and Queensbury and Sunnybank Medical Practices. The report is attached to these minutes (*Appendix C*)

b. BW is looking in to a 'Breathe Easy' group with Dr Katherine Hickman, but it's early days yet.

c. The decision was taken to hold the meetings of the PPG on the second Tuesdays of January, April July (inc the AGM) and October.

8. Next meeting. Tuesday 10th July 2018 at 10.30 am. To include the AGM

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Appendix A

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