

## **MINUTES OF THE PPG MEETING**

**14<sup>th</sup> January 2010**

**Datchet Health Centre**

### **1. Present**

Sheila Ferguson, Pam Curry, Dr. Adrian Dalton, Anthea Christie, Kate Grinsted, Bill Joy, Tony Griffiths, Vivien Walton, Suresh Gogna, Karen Holmes.

### **2. Minutes of the last Meeting**

It was agreed that the Minutes of the last meeting represented an accurate record of events. It was noted, however, that Suresh Gogna was not present at that meeting. Karen will amend the Minutes accordingly.

### **3. Matters Arising**

#### **Complaint to PCT**

Tony has received a reply to the last letter that the PPG sent to the PCT. He read out some of the content of the response from Lise Llewellyn. She indicated that the PCT needs to quantify the problem around post-operative care across the 53 practices in Berkshire East PCT in order to fully assess the impact on commissioning plans for next year. Ms. Llewellyn's letter also pointed out that the tariff could not be removed from hospitals without evidence and negotiation and she has asked those involved in practice based commissioning to consider the issue. She has indicated that she will have an update for the PPG by the end of January 2010 and will send a further letter at that point. Tony suggested that if an update hasn't been received by February the PPG should write a follow-up letter asking for a report on progress.

Adrian has written to Dr. Jonathan Brudney (until recently the lead GP for Windsor and Riverside locality) about the post-operative care issue, who in turn has written to Paula Head (Director of Commissioning and Service Redesign, Berkshire East PCT) and copied in Jacky Walters (Assistant Director of Primary Care, Berkshire East PCT). Jacky Walters was due to attend an LMC (Local Medical Committee) meeting on 12<sup>th</sup> January and took this issue to that forum for further discussion.

It was agreed that Tony should write a follow-up letter to the PCT if nothing further has been heard by the end of January.

### **4. Newsletter**

Sheila asked for suggestions around the next newsletter. Bill fed back that all copies of the newsletter that were put in The Bridge, the library and the pharmacy had been taken. It was agreed that 500 copies was about the right amount.

Suggested articles for the next newsletter were as follows:

How do doctors keep up their training?	Adrian will write an article.
Health education evening – asthma	
Locum doctors	Karen will produce an article/photos
Severe weather	Karen to write a short article
Cost of procedures and tests	Adrian will discuss with Mick
Building project at Datchet	Karen will produce an article

## **5. Severe Weather**

Sheila asked if the PPG's thanks could be passed onto staff members for the "extra mile" that they went in keeping services running during the recent severe weather conditions. Karen will do so on the PPG's behalf.

## **6. Health Education Evening - Asthma**

The next health education evening will be held on Tuesday 27<sup>th</sup> April 2010 at Wraysbury Village Hall from 7.30 – 9.30pm. A visit to the hall by the working group is planned for Friday 22<sup>nd</sup> January. The speakers have been identified – Dr. Richard Russell (consultant), Cathy O'Brien (Specialist Respiratory Nurse at DHC) and Dr. Martin Chan (GP). Help from PPG members with meeting and greeting and refreshments would be welcomed. The practice will write to patients on the asthma register in March. The cost of the hall hire is £195 and there will also be stationery and postage costs. It was confirmed that the PPG could apply to Wraysbury Parochial Charities for funding support for this event.

## **7. Update on Building Project – Datchet**

The practice has now got planning permission to extend the surgery on the first floor. Detailed plans for the tender process are currently being drawn up and should go out to tender towards the end of January. Building work is projected to start mid-March.

## **8. Wraysbury Premises**

The cost to the partnership of developing the small facility at the side of Wraysbury Village Hall would be £50,000, plus approximately £17,000 per annum in running costs. Adrian and Mick are due to meet with Mike Smith shortly to discuss the issue further.

## **9. Any other Business**

### **Practice Leaflet**

Anthea has looked through the practice leaflet and noted that there are no contact numbers for Wraysbury included. She suggested that an insert for Wraysbury could be included. Anthea gave Karen a copy of the Wraysbury News, which includes contact numbers for the village. Adrian felt that Anthea had a good point and suggested that a sub-committee could be established to look at the practice leaflet. In the meantime it was suggested that everyone should collect a practice leaflet and come back with suggestions for amendments or additions to the content.

## **DNA Figures**

Sheila asked if Karen could send her the DNA figures for December so that a new poster can be produced.

## **10. Date of Next Meeting**

The next meeting will be held on Thursday 25<sup>th</sup> February 2010 at 1.45pm.