



Minutes of PPG Meeting held on Tuesday 22nd March 2022

Attendees: KTY(Chair), TM (Practice Business Manager), DK(Secretary), CB (Vice Chair), DH, LT, FB, JE, BH, PL, EL, PA, RL, JF, MG, JS.

Item	Details	Action
1.0	Apologies: CB, TB, DM	
2.0	Outstanding Actions from previous meetings:	
2.1	KTY enquired re staff photos, TM informed meeting that this is an on-going project. The practice IT engineer, JE, is migrating the current PPG website into the practice website with involvement from several PPG members.	TM, JE
2.2	The Charity Book Clubs are now up and running at both Findon and Goring surgeries. Goring is a new venue and bookshelves can be found in the entrance to the surgery. It has not been possible to replace bookshelves and cash box, at Durrington, because it is still in use as a vaccination centre. DH has arranged for practice handy man to replace shelves in the DHC waiting room as soon as possible. DH has arranged for some books to be relocated to Goring surgery and arranged for locked cash boxes to be fitted to the wall. The PPG Charity would like to remind all patients that they need books at all three surgeries and all donations gratefully appreciated.	DH
2.3	Ink cartridge collections: boxes are at all sites and information posters visible near the boxes. Patients are reminded that recycling is part of the PPG's green program and all monies collected go into the PPG charity for the benefit of patients. KTY thanked CB & TB for their continued hard work on recycling of ink cartridges.	All
3.0	Practice update news.	
3.1	A Well-being advisor has been employed to help with Life-style Intervention which includes - weight loss counselling, dietary advice, alcohol etc. Appointments can be made at reception or by referral from GP. MG enquired whether this would include involvement with diabetes T2	

	<p>program (see later entry about Diabetic Meeting).</p>	
3.2	<p>There has been changes in staff, Dr Chowdury is retiring, and new GPs have been taken on to ensure a needed increase in sessions, there has also been use of Locums to cover sessions.</p>	
3.3	<p>The practice clinical Pharmacist DB will be leaving due to promotion in Horsham.</p> <p>There have also been more internal appointments in the practice administration staff. The practice has over the three sites more than 200 staff.</p>	
3.4	<p>DH informed the meeting that space had been found for an additional consulting room at the Goring surgery. This has meant that documentation, originally stored in this room, have now been moved. Following the appointment of a handyman/decorator, there is a programme of redecoration across the practices which will be carried out the next 2-3 years.</p>	
3.5	<p>The Spring Booster Covid vaccination programme is due to start on 1st April 2022. It is planned to hold Friday and Saturday clinics, by invitation for anyone over 75yrs or in the Immune Suppressed group. This will be a rolling booster programme to patients who had their last dose 12 weeks ago.</p> <p>This programme will be predominantly using Moderna vaccine and there will be a 15 min monitoring and observation of the patient after dosing as this will be first time this vaccine has been administered at Lime Tree.</p> <p>The Covid program will also invite 5-11 yr. old children.</p> <p>With the start of the new financial year, the chronic disease recalls will be restarting from 1st April, annual recall should coincide with birth date month of the patient.</p> <p>KTY enquired about the recommencement of pneumonia and shingle vaccines. Training of staff has been arranged for this program.</p>	
3.6	<p>Hot off the press</p> <p>A plot of land has been acquired to build a NEW Lime Tree Surgery Health Centre in Durrington. The location is situated on land close to the round-about at the rear of Tesco Extra. Alongside this development in Durrington, land will be included for Health Care and Schooling. This ultramodern health centre will replace the existing Durrington Health Centre, which Lime Tree only lease space, but will still be used for extended services such as nursing services, chiropody, etc.</p> <p>The outline for this new building has been agreed by the Clinical Commissioning Group (CCG) and may take 3-4 years to completion. It is hoped in the plans to have 16-18 consultation rooms over two floors with the existing Lime Tree administration staff accommodated in the top floor.</p>	

TM all mentioned that suggestions could come forward from patients to what we felt was needed could be put forward.
 Findon Lime Tree would reduce in some health provisions and the adjoining houses may be released but this is a work in progress.

JS enquired whether there would still be adequate health cover for patients in Findon? TM responded that at least 12 consultation rooms will remain at the Findon site and although there may be a conversion the administration in Findon, a strong health presence will remain.

3.7

DH informed the meeting that funding had been received to buy new “Self-Health Kiosk” equipment These units will be placed at all three surgeries and allow patients to take and record their blood pressure, weight and height electronically and then this data can be transferred electronically to patient records. As a pre-appointment action this may improve appointment.

DH

DH displayed an illustration of the equipment which will be placed in the following locations:

- Findon - Waiting Room 1 near the pharmacy
- Goring - 1st floor Waiting Room
- Durrington Health Centre - To be confirmed

JF highlighted the difficulties some patients may meet attempting to use the machine on the 1st floor at Goring. DH informed us that they were aware of this but there were difficulties in finding a suitable ground floor location.

A picture of the new equipment is below.



4.0

Update on PPG projects.

4.1

KTY apologised to PL about the walking group issues and suggested outside this meeting a date to meet up with TM to discuss the issues around start up. PL would definitely appreciate this arrangement.

KTY, PL
 TM

<p>4.2</p>	<p>Type 2 Diabetic Meeting.</p> <p>PA and MG informed us that the long-awaited meeting between the practice and National leaders in Diabetic Type 2 management had taken place. This was a very positive meeting discussing, diet, weight loss and improved management including educational and ongoing support.</p> <p>TM reported that this a good meeting and was very well received by staff who left enthused to be involved in ongoing learning and rolling out the 1st wave. Following application for funding and designing how the programme will roll out, it was hoped that this could be set up very soon and would include existing Type 2 diabetics and pre-diabetic pts.</p> <p>KTY thanked PA and all those involved in making this meeting happen.</p>	
<p>4.3</p>	<p>Community Garden Wellbeing Project.</p> <p>There has been some interest from outside bodies in assisting this project off the ground.</p> <ol style="list-style-type: none"> 1) Humble Ave Community Allotments in Durrington have offered to help with ideas in how to develop the project. 2) Community Support Group have also shown interest. <p>DH highlighted some issues that have arisen regarding property boundaries at Goring surgery. Solicitors are overseeing this, and once boundaries have been agreed appropriate height fencing will be erected around the Community Garden.</p> <p>LT confirmed that the person, from Southern Water, that she had obtained water butts in the past had left. LT was going to chase this up.</p> <p>DH has arranged for a plumber to install an outside tap/stopcock for the garden.</p> <p>KTY asked if there was anyone who would be willing to help with the design of the garden once the boundary issue had been resolved. It was proposed that a poster, highlighting this point, be displayed at all three practices and on the web site.</p> <p>KTY commented that hopefully we would have more news to announce at the AGM regarding the garden.</p>	<p>LT</p> <p>DH</p>
<p>4.4</p>	<p>Migration of the PPG website into the main practice one was going well. JE is working on this and is happy to add anything from the PPG and making sure it is up to date.</p>	
<p>5.0</p>	<p>AGM.</p> <p>Due to Covid there has not been an AGM for 3 years and KTY feels that it is time for a shake up within the committee and a need for fresh input.</p>	

	<p>The PPG are looking at some time after 23rd May this year and there followed a discussion about where to hold an AGM.</p> <p>The group felt that with the amalgamation of the practices it might be better to hold it somewhere more centrally localised for all practices.</p> <p>There was also a suggestion as whether it should be held online. General consensus that a face-to-face meeting maybe better.</p> <p>KTY will discuss with CB and check availability of Durrington Community Centre.</p> <p>KTY would very much like there to be at least one person from each site to be on the committee and a contact for each surgery. JF was proposed for Goring.</p>	<p>KTY/CB</p> <p>KTY</p>
6.0	A.O.B.	
6.1	<p>JS asked TM about confirmation by text of appointments and how this doesn't always happen and difficulties when trying to make appointments with diabetic nurse. TM will look into the system. He highlighted that confirmation does not occur for telephone consultations.</p>	TM
6.2	<p>JF also commented on unexpected surgery closures at Phoenix, which TM explained may be due to staff training which should be displayed at surgeries but will certainly look into the matter.</p> <p>KTY commented on useful "Quick Note" posters and the possible resurrection of the 'Preparing Yourself to see your doctor' poster which would ease the 10 min time limit on appointments.</p> <p>DH had this poster and was updating it at the time of this meeting.</p> <p>TM responded to the feeling of being rushed on a 10-minute appointment and that appointments could possibly be extended to 15 minutes but agreed that the poster would certainly help in this matter.</p>	<p>TM</p> <p>DH</p> <p>DH</p>
7.0	<p>KTY apologized for meeting running over time but added that a lot of important matters had been discussed.</p>	
8.0	Next Meeting – Will be either an AGM or PPG meeting.	

Polite Note [Please Note New E-Mail Addresses]: If there are any major errors found in these notes, please feel free to contact either WSXCCG.LTSPPGCHAIR@nhs.net or WSXCCG.LTSPPGSECRETARY@nhs.net