



## Minutes from Lime Tree Surgery Patient Participation Group Meeting on Tuesday 25<sup>th</sup> January 2022.

The Chair apologized to those present regarding the late alteration to meeting start time. This was out of the PPG's control but all future meetings for the remainder of this year would be 1-2pm except AGM.

**Attendees:** KY(Chair), TM (Practice Manager), MG, DH, BH, PA, TB, CB, EL, FB, RG, LT (scribe)

Item	Details	Action
<b>1.0</b>	<b>Apologies: PL, DM, DK, JF</b>	
<b>2.0</b>	<b>Outstanding Actions from meeting on Tuesday 9<sup>th</sup> November:</b>	
<b>2.1</b>	TM has agreed to a date of Tuesday 22/02/22, time to be agreed with PA. Those invited to attend will include Dr Kumar, new Lime Tree Surgery GP with interest in Diabetes, practice Diabetic Nurses and Dr Kirkwood from Bognor and the Lead Diabetic Nurse who have offered their support and to report their findings. PPG representatives will include MG and PA.	TM
<b>2.2</b>	TM will chase up more photographs for the new website, ongoing project.	TM
<b>2.3</b>	There is now a new PPG noticeboard in first floor Waiting Room at Goring surgery. Thanks to DH for arranging this. KY asked DH on the status of the lockable PPG noticeboard for DHC. This has not been fitted but DH will follow it up.	DH
<b>2.4</b>	KY confirmed that there is a Toolkit/ Information Pack available within the PPG Network which may aid us to reach out to younger members of the practice.	KY
<b>2.5</b>	TM agreed that a working group would be a good idea to update the PPG part of the website and that he would ask Josh to be involved in this. The introduction of sub-groups from the PPG. Information to be enclosed with forthcoming agenda.	KY/TM
<b>2.6</b>	It was noted, by the group attending the meeting, that there was a preference not to hold evening meetings.	

3.0	<b>Lime Tree Surgery Practice News Update</b>	
3.1	Covid Vaccination Programme continues with Booster rates now at +90% and DHC will continue to be the operation centre for vaccinations with the next phase being for 11–16-year-old cohorts.	
3.2	The CCG have offered off site storage of paperwork which has freed up an added clinical space at Goring surgery.	
3.3	A new GP has joined the practice, Dr Jo Clear. Jo has been appointed to cover 6 sessions per week. In addition, a locum GP will be taken on who will undertake 3 remote sessions per week.	
3.4	<p>NHS Property Services have agreed to the use of land at DHC for a PPG Community Wellbeing Garden. Financial support is available for such projects via the Healthy Places Project, and this may also encompass the “Strollers” Walking Group. Donations of tools and plants will need to be looked at for initial set up.</p> <p>The Goring and Findon Valley sites are on land privately owned by the partners and so no NHS funding will be able available for Goring surgery Community Garden.</p>	
3.5	TM has offered financial support for the Walking Group but emphasised that Volunteer Walk Leaders must be trained up to enable this group to be re-established. KY will liaise with DH on both of these matters soon.	KY/DH
4.0	<b>Public Involvement – Primary Care.</b>	
4.1	KY has circulated two documents relating to Public Involvement in Primary Care issued by the Sussex Health and Care Partnership. The deadline for roll out was April 1 <sup>st</sup> but this has now been put back to July 2022. TM confirmed that there will be another change to the CCG configuration. More details will be released to the public as soon they become available.	KTY/TM
4.2	KY would like to increase the amount of communication with patients and the community. He has increased input and involvement with High Salvington, Goring and Findon Valley Residence Associations and also with speech and hearing-impaired groups. The group need to be more inclusive. There is a large group of patients in the Durrington and surrounding area who do not have access to a Residence Association or similar organisation. This needs to be addressed.	KY
	<p><b>In this new organisation what could the PPG achieve?</b></p> <p>Be a core “reference” group for wider engagement and insight gathering</p> <p>Become “champions” – exploring their own links to communities</p> <p>Provide a “lay/patient” view on your development</p> <p>Advise on communications, relevant operational issues</p>	

	<p>Give a practice support – e.g., for flu clinics, fundraising , organise talks</p> <p>Lime Tree PPG are already involved in some of the above projects.</p>	
<b>5.0</b>	<b>PPG Wellness and Charity Projects</b>	
<b>5.1</b>	<p><b>Restarting the “Strollers” Walking Group</b></p> <p>This was already discussed earlier in the meeting and PL is still very keen to get the group re-established. As funding for training is not an issue KY will liaise with PL on next step and generation of a recruitment poster.</p>	
<b>5.2</b>	<p><b>Type 2 Diabetes Review:</b></p> <p>This has already been covered. See 2.1.</p>	
<b>5.3</b>	<p><b>Wellbeing Community Garden Project</b></p> <p>DH reiterated the availability of the garden plot at Goring surgery but said that a <b>project leader</b> was needed, suggesting a poster campaign may attract someone.</p> <p>PA suggested that PPG could use the opportunity of a free slot in the Sussex Local magazine- Findon or “Inside”. LT also suggested a Findon Valley resident who is a gardener and had previously offered to help with a gardening project (details to follow). Also, worth talking with Graeme Brooker, AWC Ranger, <a href="mailto:graeme.brooker@adur-worthing.gov.uk">graeme.brooker@adur-worthing.gov.uk</a> who may have ideas or connections to other local wellbeing/gardening groups.</p> <p>Funding for tools may be available from the South Downs National Park Authority and AWC (GB will know).</p>	KY
<b>6.0</b>	<b>Update on Charity Book Club and Recycling Printer Ink Cartridges</b>	
<b>6.1</b>	<p>LT updated the group that Findon surgery was now back up and running and well stocked with books when she was up there on Monday 24<sup>th</sup>. KY informed meeting that Treasurer had already collected money from the donation box.</p> <p>DHC shelving are not up yet but there is a stock of books and cash box somewhere in storage. DH to discuss with A McH where they are.</p> <p>Goring surgery now has shelving, cash box but no books. KY has circulated a poster to Resident Association asking for books from patients.</p> <p>LT has offered to have a collection point for books at the monthly Farmers Market in the Findon surgery car park.</p>	DH
<b>6.2</b>	<p><b>Ink Cartridge Recycling for Charity</b></p> <p>CB has offered to install an ink cartridge recycling box at Goring and will liaise with DH. The Findon box is already out but the DHC box seems to be missing. This maybe in storage with books and cash box.</p>	CB

	Since restarting collection of empty ink cartridges one fully box has been sent and awaiting money back for Lime Tree PPG Charity.	
<b>7.0</b>	<b>AOB</b>	
<b>7.1</b>	KY asked for clarification about provision of shingles and pneumonia vaccinations. TM confirmed there is still a supply issue with these and that there were currently 1200 patients waiting for their shingles vaccination. The extended vaccination workforce at DHC would be utilised to address this.	TM
<b>7.2</b>	Robin asked when online booking for appointments would recommence. TM confirmed this is on his 'to do' list. A 24-hour text reminder is sent prior to appointments but acknowledges that those who do not have access to IT are still contacted in a variety of ways by the practice.	
<b>7.3</b>	KY asked if there was any news about proposed surgery on West Durrington housing development. TM was not in a position, at the moment, to comment on this.	TM
<b>7.4</b>	PA asked if there could be a clinical representative at the PPG meetings and whether the timings of the meetings affected their availability. TM thought that was not the case and that Dr. DH attends in his lunchbreak	
<b>8.0</b>	<b>Date of next meeting:</b> Provisional date 22 <sup>nd</sup> of March 2022; 1-2pm Meeting will include arrangements for AGM later in the year.	

Polite Note: If there are any major errors found in these notes, please feel free to contact: [chair@limetreesurgeryppg.org.uk](mailto:chair@limetreesurgeryppg.org.uk) or [secretary@limetreesurgeryppg.org](mailto:secretary@limetreesurgeryppg.org).