

LIME TREE SURGERY PATIENCE PARTICIPATION GROUP

A.G.M. held on 18th June 2018, at Findon Valley Baptist Church.

Item	Detail	Action
1.0	Welcome address by Dr. DH, who is the new PPG Liason for the Practice.	
2.0	Apologies for Absence: DK, MB, MG & BH.	
3.0	<p>Chairman’s Opening Address - KY:</p> <p>Thank you and welcome to all patients and Practice representatives for attending the 1st AGM of the newly formed Lime Tree Surgery PPG. Lime Tree Surgery are spread over 2 surgeries Findon and Durrington Health Centre and represent over 22K patients. Several years ago the PPG groups from both surgeries tried to amalgamate into one common group. Because of some difference in population and views on how the groups should be run it was not possible to merge them successfully.</p> <p>In 2017 with the help of Dr. RD and PR (Practice Manager) several local meetings were held in Findon and Durrington where patients were able to learn more about NHS in the Worthing area. From these meetings a group of patients attended a meeting and the Lime Tree Surgery PPG (LTSPPG) was formed. Word spread quickly and at each meeting we attracted new members. At this point I’d like to say that all Lime Tree Surgery patients & Practice staff are PPG members of the group.</p> <p>It was good to see 35 people attending tonight’s A.G.M.</p> <p>So what have we achieved so far in 2018:</p> <ul style="list-style-type: none"> • Met Leadership objectives in formation of committee and officers to run the PPG group • Introduced a PPG Constitution which met patient and Practice objectives • Brought back PPG book club at both Findon and Durrington Health Centre • Formed a Walking and Keep Fit club at Findon as part of our 	<p>KY, Dr. DH & TB</p>

	<p>Wellbeing programme ... you will hear more later in the meeting</p> <ul style="list-style-type: none"> • Maintained a working Lime Tree Charity for both Surgeries • PPG member's involvement in North Cissbury LCN Patient and Public Involvement and NHS Coastal West Sussex CCG workshops (eg. Diabetes, PPG groups) • A PPG champion Dr. DH <p>What might we see in next 12 months:</p> <ul style="list-style-type: none"> • Expansion of Walking and Keep Fit clubs to include Durrington Health Centre • Introduction of a new Lime Tree Surgery Charity Constitution • Better PPG communication with patients (e.g. Website, notice boards and patient input) • Affiliation to National Association of Patient (NAPP) to keep patients up to date on NHS and Healthwatch • Expansion of demographics of group to include younger patients and working mums (may be other groups) • Design a logo for PPG and Charity to make it more visible • Continue to promote awareness and access to local health care services and provide a Patient library on information resource centres as well educational needs of the community by encouraging and supporting activities within the Practice to promote preventative medicine and healthy lifestyle choices. 	
4.0	<p>Charity Treasures Report – SD: For the year from 5th January to 31st December the balance in Credit was £5,740.</p>	
5.0	<p>Election of Officers:</p> <p>Chairman – KY Vice Chairman – CBU Secretary - DK Charity Treasurer – SD Charity Trustees – DP, KY, DD, CB. Communications – TB, Walking Group – PL Keep Fir – CL-R.</p> <p>All Officers were voted in on block.</p>	
6.0	<p>Introduction to PPG Well Being Group:</p>	
6.1	<p>Introduction to the Walking Group – PL:</p>	

6.2	<p>Outline – Health benefits are that walking is easy access. Set Up – You will need two leaders, one at the front & one at the rear. If the group is larger than 20, you need a third leader and a Risk Assessment must be done for all walks. The walks should last no longer the one & half hours which is about 2miles.</p> <p>A Health Questionnaire must filled for each walker. It would also be desirable to have shelter, WC and seats at the start & finish. There is a Ramblers Walking for Health locally, where there is no requirement for training or insurance needed and any individual can join them. There is also the AJUR walking group and the Worthing Group that individuals are able to join.</p> <p>Providing a First Aid course may be available through the surgery. Broadwater Surgery also run a walking group.</p> <p>Costs for the Findon Valley Baptist Church are, £8.25 for a meeting point & £8.25 to use the kitchen. Insurance for the walking group at £250 only covers the leaders, but the fee could be reduced. It was felt we should encourage people to join the Ramblers Walking Group, or any of the locally organised groups. From the floor it was suggested that the St. Lawrence Surgery Group could be a group to link up with them. These options could be discussed at the next meeting.</p> <p>Keep Fit - CL-R</p> <p>CL-R explained that she has found a suitable teacher for this group, who charges £30 a session and the hall hire (FVFC) would be £12. After some discussion it was suggested we charge attendees £3 a session. This has been provisional booked for 6th September at 3:30 pm.</p> <p>It could be advertised at the Findon Valley Residents Association, on their web site & the usual channels at the surgery.</p>	PL
7.0	AOB	
7.1	The drinking water at the surgery is to be labelled.	PR, Dr.DH PR, Dr.DH
7.2	The waiting room 2 at Findon Surgery is very stuffy, could this be improved? Practice will investigate	
7.3	Although the parking spaces are limited at Findon Surgery, it is more	

7.4	<p>than some other surgery's.</p> <p>RG raised the issue of the communication stream – the PPG has a secure email and there's a page on the surgery's website. Perhaps the Chairman, Vice Chairman, Treasurer & Secretary should have their own unique PPG email.</p>	LTSPPG
7.5	There were issues with letter box, can we check its needs?	LTSPPG
7.6	With NHS celebrating its 70 th year, should we arrange an event as well? Ideas were needed like, early stories of peoples experiences of the NHS, any helpful suggestions should be emailed to Dr. RD	AMcH Dr. RD
8.0	Next General Meeting will be on 23 rd July at 1:00pm to 2:00pm	All

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