



Chair Person
Diane Kent

Deputy Chair
Hay Sharma

Members
Ken Newborough
Tom Constable
Rich Bishop
Chris Gabriel
Dorothea Doyle

Terence Connolly
David Jaynes
Sandra Roe
Kevin Roe
Tyler Brocklehurst
Kristina Parnandi

Pat Brenan
Ann Castle
Stan Watkinson
Mike Lathbury
Sylvia Golds



WHITESTONE SURGERY PATIENT PARTICIPATION GROUP (WS-PPG) MINUTES OF MEETING HELD ON THURSDAY 8TH DECEMBER 2016 @WHITESTONE SURGERY CONFERENCE ROOM

PRESENT

Di Kent Chairperson
Hay Sharma Vice Chairman
Chris Gabriel, Pat Colledge, Sylvia Golds, Ken Newborough, Dotty Doyle, Tom Constable, Kris Parnandi,

In Attendance

Dr Simon
Mike Fawcett McMillan CAB Advisor

1. APOLOGIES FOR ABSENCE

Non-received

2. TO AGREE/APPROVE MINUTES OF MEETING HELD 22/09/16

Minutes approved

3. MATTERS ARISING FROM MINUTES

All matters contained within the minutes

4. UPDATE/REPORT BACK FROM MEETINGS/ORGANISATIONS

I. WNCCG

Nothing further to report

II. NW-PPG FORUM

Hay had attended the most recent meeting and reported on the following items. Transport Service to Walsgrave and the work being undertaken. Concern had been expressed regarding the tight timescale between receipt of document and time limit for comments. WS-PPG echoed these concerns. Hay also reported on cross County working and issues with discharge of patient's work was ongoing. Tests, recording information and Audit of Dementia patients was also an item discussed, Di and Hay to discuss with Dr Simon how this is applied at Whitestone. Di thanked Hay for attending and the informative feedback given to the group. Again, Di asked members to forward their names to her if they would like to attend this meeting.

III. NAPP

Di reminded members of the recent bulletins circulated. Tom will post them on our website.

IV. ANY OTHER MEETINGS OF RELEVANCE

Di reported on the Health and Well-being Project Group which to date had held two meetings.

This meeting was multi-disciplinary and included Councillor Jeff Morgan as well as representatives from Warwickshire Council Public

Health, Warwickshire localities and partnership Team, Whitestone Surgery and Whitestone Patient Participation Group.

The purpose of the group was to assess and tackle loneliness in the Whitestone area of Nuneaton. The Project Outline had been circulated and discussed and a revised document was awaited.

It was agreed that Guidepost should be represented on the Group. Dr Simon was contacting his national link and post meeting Hay had agreed to contact Debbie our local colleague from Guidepost.

Following the meeting Councillor Jeff Morgan presented `Silver Surfers` with a Computer for their work. Tom accepted this on behalf of Silver Surfers and was on hand to take some photographs (thanks Tom).

5. TO RECEIVE PROGRESS REPORTS ON PROJECTS

I. SILVER SURFERS

New name still awaited. Tom and his group deciding on this and will keep us informed. Tom outlined the ongoing work and stated that the work of the Silver Surfers now appeared to be `underpinning` all groups in terms of information collection and provision.

PPG Drop in Session, this had been discussed previously and Tom suggested him and his Group could commence the first session. This was agreed. Tom and his Group would also consider the type of documentation required for referral, attendance and audit purpose. Still to consider a media drive for raising awareness.

Pat asked if Silver Surfers was available to Non-Whitestone patients, it was agreed anyone could attend.

II. CARERS CAFÉ/GUIDEPOSTS

Dotty gave an update on Carers Café. She also outlined plans which included sessional themes, topics for speakers and their costs. Dr Simon emphasised that costings should not deter from providing speakers. Dotty also gave feedback on her search for larger rooms. It was agreed that now we would continue with the provision of the Café at Whitestone. Dotty asked for volunteers to help and asked those willing to provide telephone numbers. Ken was not at the meeting but I am sure he would be willing to help.

Dotty had done a lot of research since our last meeting and shared her findings with the Group. Di to consider some of the suggestions and work and feedback to Dotty.

Pat informed the meeting of the funds raised by the raffle to date (post meeting note Dotty contacted Di re using the fund for providing refreshments at the forthcoming Carers Café Xmas lunch Di said if Dr Simon approved there was no problem.)

Walk for life was discussed Hay to discuss the leadership of this with his contacts so that sessions can commence.

Dotty reminded members about Xmas Lunch planned for 15th December 2016

III. CAB

Both Mike and Sylvia updated re work to date and for the future. Mike informed the meeting of some useful information and contacts and agreed to let Di have this. Both Sylvia and Mike confirmed there had been discussions about the commencement of the drop-in sessions at Whitestone. Tom and his Team would look at a system for information collection, respecting that the information gathered would not be in breach of confidentiality and would be used specifically for audit purposes.

IV. JOB CLUB nothing new to report

V. SHARING COMMUNICATING OUR WORK

Di shared information about visits to GP Surgeries she had recently undertaken.

The Group expressed their desire to share our good work/practice

VI. ANY OTHER ISSUES none raised

6. QUALITY

I. COMPLAINTS/SUGGESTIONS PRACTICE

None to Report

II. PPG QUALITY FRAMEWORK

Di and Hay still discussing this and report to the next meeting

III. VISITS HEALTHWATCH/CQC

None to report

IV. PROGRESS TOWARDS DEVELOPMENT PLAN 2017

On track

V. ANY OTHER ITEMS

None

7. OPEN DAY 2017

Date agreed and confirmed by Ken.

Theme discussed Dotty suggested Esther Ranzon `Silver Line Call to Action`. Members agreed.

Could Dotty and Ken Liaise re more information about this and any invitees we might need to consider

8. PPG ISSUES

I. ONGOING EVALUATION OF PPG

Ongoing

II. FEEDBACK WORKSHOP

Members agreed this was very useful and more of these to be considered. All action resulting from this was either in Projects or Development Plan now

III. 2017 DEVELOPMENT PLAN



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Di asked for suggestions it was agreed that we would consolidate ongoing work and be responsive to any change requiring action throughout 2017.

IV. ANY OTHER ISSUES

None

9. COMMUNICATION/SOCIAL EVENTS

I. WEBSITE MONITOR/WAITING ROOM

Resulting from Workshop it is anticipated mail shots etc. will be necessary in progress

II. CALENDAR OF EVENTS

Hay dealing.

III. NEWS LETTER/NEWS ALERTS

Xmas newsletter completed by Di confirmation re circulation awaited

IV. DIRECTORY OF SERVICES

Tom to check with Mike re progress. Guideposts have produced one and it is hoped joint future working could see the development of a combined one

10. ANY OTHER BUSINESS

Hay proposed a vote of thanks to Dr Simon for his kind funding of the Xmas lunch which was thoroughly enjoyed by all who attended,
Hay also thanked Di for her work as Chair of the PPG
Di Thanked Hay and all members for their hard work, help and support throughout 2016

11. DATE AND TIME OF NEXT MEETING

Thursday 23rd March 2017

Wishing all Members, a Merry Xmas and a Happy, Healthy and prosperous New Year