

**Present**

Kevin Blakemore	Judy D'Arcy	Stuart Collie	Malcolm Simpson
Keith Anthony	Tracey Keogh	Sandy Sell	Michelle Campbell
Tricia Weidnor	Dr T Siva		

**Apologies**

Sue Hazell	Liz Simmonds	Ruth Millson	Georgina McMasters
Christine Bailie	Hilary Jones		

**Meeting Notes and Actions**

Point	Item	Action	Action By
1	Minutes of previous meeting read and agreed as correct.	Outstanding items to be followed up - see 1a, 1b, 1c, 1d below.	All
1a	Action Plan/Template.	Kevin to finalise and distribute.	KB
1b	Attend Parish Council Meeting	Kevin will arrange to present PPG at the next Parish Meeting	KB
1c	2 features to be produced for Parish Magazine. 1) CQC Report 2) PPG activities.	Carried over from last two meetings as Sue has been unable to attend. Update from Sue at next meeting.	SH
1d	PPG constitution has been finalised and needs signing.	Kevin will send to Judy for signature.	KB
2	Dr Siva attended the meeting and spoke about Federation Bucks. GP's are under pressure, Formed in July 2016, County GP practices are working together to form large GP organisations. 45 practices out of 54 participating. The aim is to achieve economies of scale in terms of resources. Dr Siva is the Representative for Southern. Surgery is facing challenges in terms of home visits due to demands on doctors time and the impact that has on surgery resources. Other local surgeries are reducing the number of visits. Home visits was an agenda item for Sue and will be added to next months meeting of further exploration.	Home Visits to be added to agenda	SH/JD'A

3b	The surgery telephone number has not changed, but the options have and this may have caused confusion which was discussed at the last meeting.		
4	Kevin suggested that the PPG approaches the press to counterbalance the negative reports related to the CQC Report. It will be helpful to report the achievement of "Good" status	Kevin to approach press - Bucks advertiser.	KB
5	Communications Update - Stuart	The group will be meeting and work on the 3 priorities identified in the recent poll that Stuart completed.	SC
5a	Sandy will work on a database of local services available to match certain medical conditions. (successful with MND).	Sandy to liaise with Tilly and Kate to identify the medical conditions and voluntary complimentary organisations that can assist.	SS
5b	Malcolm has been reviewing the website. He said it is confusing and it is unclear who is responsible for updating the information on the site. Benchmarking other practice sites indicated they were more effective.	Malcolm with meet with Sue to discuss.	MS
5c	Stuart suggested a meeting with other practice PPG's to identify best practice. Kevin asked the communications team to explore and action.	Communications team to take forward.	SC and team
5d	Stuart is keen to attract younger members to the PPG to gain their input. Asked if we can obtain demographics of surgery	Kevin to speak to Sue to obtain demographics	KB
6	Next meeting Monday 26th June 18.30.		