

# Southmead Surgery

## PPG AGM Meeting

Monday 11<sup>th</sup> June 2018, 18.30

### Present: -

Kevin Blakemore, Chris Parry, Malcolm Simpson, Sandy Sell, Keith Anthony, Judy D'Arcy, David Hurst, Hilary Jones, Tricia Weidner, Liz Simmonds, Tilly Siva (part)

### Apologies:-

Victoria Veninga, Christine Bailie, Helen Marlow, Tracey Keogh

### Meeting Notes and Actions: -

- |  | <b>Action</b> |
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| 1. Each member of the group introduced themselves.   |               |
| 2. The Chairman's report for the previous year was presented by Kevin and a copy is attached to these minutes. Most discussion revolved around the planning application for a nursing home on the old Haymill Garage site. Dr. Siva confirmed later in the meeting that planning for a 56 bed nursing home had been granted.   |               |
| 3. The volunteer driver scheme is progressing, but only 4 CBS checks complete. Sandy is to initiate the scheme with the 4 approved drivers for a trial during July, check availability and draw up a rota.   | <b>SS</b>     |
| At least 2 other volunteers, (Malcolm Simpson and Chris Parry), have submitted the required information to the surgery, but have not received any request for data from the CBS system. Would Sue please progress this ASAP.   | <b>SH</b>     |
| Malcolm is also to follow up the old "Friends of the surgery" scheme which operated a few years ago.   | <b>MS</b>     |
| 4. Dr Siva joined the meeting and confirmed that the pharmacist would be leaving as of end of June. He is hoping to get a locum replacement shortly. He is anticipating that the paramedic and locum pharmacist will be joined for 2 days per week from October by Dr. Elizabeth Taylor, and that overall this would increase the capacity of the surgery. A new nurse will also be starting but will require further training as she is not from a GP surgery background. He is expecting Dr. Smee to return on a part time basis from August. He emphasised the benefit to the surgery of getting the volunteer car scheme operating. He also confirmed that the planning application for the nursing home had been approved, and that its impact on the surgery is likely to be significant. As a last resort it may be necessary for the surgery to close its books to new patients. As part of an NHS initiative, the surgery will be offering a limited late-opening service from October, probably based on an 18.30 to 20.00 opening, 3 days per week. |               |

## Action

The out-of-hours service is being re-organised from the East Berks arrangement to a South Bucks arrangement involving the 3 local South Bucks surgeries, it will be centered on Stoke Poges.

5. Kevin was re-elected as Chairman, and Chris Parry was elected as Secretary.
6. In identifying PPG priorities for the next 12 months it was agreed that the focus should be on understanding patient needs and helping the surgery to meet these. A patient survey is to be designed and undertaken to identify the key patient concerns. This will be based on a digital system devised by a team of three, Judy D'Arcy, Malcolm Simpson and David Hurst. A proposal will be put forward at the next meeting. **JD,MS,DH**  
It would also be valuable if the surgery team would put forward ideas for projects and initiatives that could be undertaken by the PPG to solve problems or bring benefits to the surgery. If this can be done prior to the next meeting the ideas can be prioritised and allocated to teams within the PPG. **SH+**  
Please submit ideas to Chris Parry prior to next meeting. **surgery staff**
7. Concerns were also expressed regarding the perception of the reception triage process. Kevin is to organise a meeting to discuss this. **KB**
8. Date of next meeting is **Monday 9 July at 18.30** in the surgery waiting room. The following meeting will be arranged for September.