



**Billesdon Surgery Patient Participation Group (PPG)  
Wednesday 13<sup>th</sup> December 2017**

**Minutes**

**Present:** Julie Smith (Practice Manager), Julie Milne (Dispensary Manager), PPG Members – Balvir Bhamra, Charles Bagworth, David Kirkwood, Ian Hill, John Dyson, John Williamson, Richard Sherry, Susan Hart, Susan Rowe, Richard Smith.

**Apologies:** Barry Gregory, Christopher Devlin, Janette Stocks, Jean Astill, Peter Beretta, Rita Chauhan, Rowland Swift, Alan Whelpdale.

1. Minutes of meeting held September 2017 reviewed – 1. Discussion re suggestion of perhaps altering the time of the meeting from lunchtime to another time to enable more members to attend – it was suggested that all members be consulted re the times of the meetings (see below). 2. Thank you to Susan Rowe for attending the last ELR CCG meeting at the Oadby Racecourse – she fed back that it was worthwhile and was interested at what some of the other surgeries PPG groups get involved in.
2. Julie Milne Dispensary Manager gave an update on the results of the patient survey re dispensary service – Julie will be making a display board near to the dispensary with the results/information and on the website.
3. We discussed a member from the ELR CCG - Becky Hunt, Operational Support Officer to attend in the Spring to offer her involvement with our PPG – (JS to email and Becky Hunt - date/time to be advised).
4. Discussion about a monthly email from the surgery – starting in the new year - to all PPG members with any useful surgery information that you may wish to distribute to your local village newsletter – along with this, I was asked to issue a list of the members locality - so you can get together if you wish to help with this distribution or anything else you wish to do together. (see below)
5. Patient Information Board in the waiting room at Billesdon Surgery – the information board was looked at by all and a few suggestions were given about the DNA's (Do Not Attend) information and these suggestions will be passed on to Jane our Health Care Assistant (HCA) who is creating the board. Thank you to Susan Hart for passing on some information that she had researched about "Creating a Display Board".

Next Meeting – Spring 2018

## **Billesdon Surgery PPG – Proposal for changing the meeting time.**

Currently, as you know we hold the meetings at Billesdon Surgery between the hours of 1- 2pm when the surgery is closed for lunch.

It was proposed that we might consider a different time to meet to encourage more members to attend.

A few suggestions have already been discussed and these include meeting at 6pm in the evening – this was discussed with the partners and they were not supportive of this after a long and busy day.

At the moment we do not have a Chairperson or Secretary for the PPG , therefore Julie Smith (Practice Manager) is organising the agenda, minutes etc therefore we would need to consider this too when trying to find a different time.

Could you email back with any preferences to the following please:

1. Leave as it is – Billesdon Surgery 1-2pm
2. Afternoon meeting Billesdon Surgery 4-5pm
3. Evening meeting – to be chaired by a PPG member and premises found (not necessarily attended by GP or staff member)
4. Saturday Morning – to be chaired by a PPG member and premises found (not necessarily attended by GP or staff member)

Thank you for your response and will share the results with you when they are returned.

Thank you for your support

## **Billesdon Surgery PPG – Locality List**

BUSHBY - Barry Gregory

EAST NORTON – John Dyson

HALSTEAD – Jean Astill

HOUGHTON ON THE HILL - Balvir Bhamra, Charles Bagshaw, David Kirkwood, Ian Hill, Peter Beretta, Rita Chauhan, Roland Swift, Susan Hart,

INGARSBY – Richard Smith

KEYHAM - Richard Sherry, Alan Whelpdale

TILTON ON THE HILL – Janette Stocks

THURNBY – Christopher Devlin,

TUGBY - John Williamson, Susan Rowe.