

**Minutes of the meeting of the Patient Participation Group (PPG)
held at Billesdon Surgery
9th March 2017 (1300 – 1400)**

1. Present: Julie Smith (JS) Practice Manager), Diane Stubbs (DS) (Business Manager), Daniel May (DM) (IT Officer) Sue Hart (SH), Jean Astill (JA), Balvir Bhamra (BB), Ian Hill (IH), David Kirkwood (DK), Charles Bagshaw (CB), Jeanette Stocks (JSt), John Dyson (JD), John Williamson (JW), Alan Whelpdale (AW)

Apologies: Christopher Devlin, Barry Gregory, Susan Rowe, Richard Sherry, Roland Swift, Carole Stevenson, Peter Beretta, Rita Chauhan, Richard Smith.

JS opened the meeting and thanked everyone for coming.

2. Minutes of the meeting of 19th October 2016

The minutes were accepted as a true and accurate record of the meeting.

3. Website

A quote for a new website was discussed (£1200 + £50 per hour photography) and the group thought it was a reasonable quote but the photography quote was a bit expensive and there were offers from a couple of members to do the photography if the new website went ahead.

A Billesdon Surgery Facebook page was also discussed and the general consensus was to do this and DM will be configuring this in the near future with information from the NHS, news and bulletins updating our patients.

After a lengthy discussion it was decided that as the GPs are satisfied with the current Billesdon Surgery website it was agreed that it would continue as is.

We had a discussion re fundraising and BB kindly offered to help in this areas if needed in the future. The group also discussed a Not for Profit organisation with a view to the future.

4. Third Party Ordering

Third Party ordering was discussed re the ELR CCG reducing pharmacy waste. Patients will be asked to order directly from Billesdon/Bushby surgery via our website, post or at the surgeries and not through a Pharmacy (third party) to help with this. A draft letter was passed around the group and it was suggested that the letter was more specific with the details of what patients would be asked to do.

Letters from the surgery will be distributed with details of the change to our patients by the Pharmacy in May with the 'go-live' date July.

This information will also be advertised on notice boards, Billesdon website and in local village magazines.

5. Chairperson/Vice Chairperson/Secretary

The three vacancies are vacant and were discussed with the group. BB offered to be the Vice Chairperson for the next meeting and it was decided that we would rotate the positions for each meeting for the time being.

6. AOB

The group discussed that a GP should attend the meetings as in the minutes from 26th May 2016.

There is a PPG Event at Leicester Racecourse 27th March 2017 – details will follow to each PPG member when received by JS. A couple of members agreed to attend this meeting and be a representative for our PPG.

Next meeting June 2017 – date TBA.

JS thanked all members for attending the meeting. Meeting closed at 1400.