

WATERFRONT AND SOLENT PATIENT PARTICIPATION GROUP

Minutes of the meeting held on Thursday 17 May 2018 at 6.30pm at the Waterfront and Solent Surgery

Present: Colin Bell (Chairman), Alan Johnston (Vice Chair), Gill Johnston (Treasurer), June Matthews, Pauline McMahon, Sandra Wilkinson and Jill Tomlin (Secretary)

Apologies: Polly Read and Dr Sherwin

In Attendance: Dr Hoyle

Minutes of Previous Meeting.

The Minutes were agreed without amendment.

Matters Arising.

There were no matters arising not already on the Agenda.

Co-option of PPG Committee member.

The Chairman stated that former member, Pam Sexton, who had left following bereavement, had asked if she could now return to the Committee. Her co-option was agreed and the Chairman would write to her to invite her to attend the next meeting.

Treasurer's Report.

Gill Johnston presented her report. Income of £75.00 from the Open Meeting raffle, £12.17 from collection tins and £0.06 interest resulted in a total income of £87.23. A cost of £48.69 for the hire of the Parish Hall and £15.00 for raffle prizes led to a total expenditure of £63.69. The balance is now £1,326.90.

Practice News and Developments.

1. **Surgery Extension.** Dr Hoyle reported that the surgery extension was beginning to take shape with the first floor now being reached. The new consulting rooms looked very big and would be very useful for staff. Allocation of the new and old rooms had not yet been decided. A completion date of the end of June was expected.
2. **GDPR.** The changes in data protection were having a great impact on all GP surgeries. Waterfront and Solent was already compliant but updates had also been made. Information available to patients about their personal data had been examined and copies of referral and consultants' letters would also now be included. This could assist in preventing unwarranted enquiries to reception and appointments for the outcomes of consultants' appointments. It would not be possible to include back-dated information.
3. **Flu Clinic.** There was still some uncertainty about the availability of flu vaccines for the autumn clinic as a result of delays and "mistakes" by the NHS. Dr Hoyle stated that the plan was for the "At Risk" groups to be prioritised with 20% being vaccinated in September, 40% in October and the remaining 40% in November. The Over 65s would be mainly done in October. The fear is that patients will drop out as the date is so much

later this year. Pharmacies will be in the same position so are unlikely to take patients away from the surgery. Drop-in evening clinics will also be arranged to catch those patients unable to attend the main clinic.

Locality News.

Dr Sherwin had been unable to attend the last meeting as it had been changed with very little notice and he had appointments for the revised date. A Totton and Waterside and West New Forest Stakeholder meeting would be held on Thursday 31 May in Lyndhurst from 2 to 4pm and it was agreed that Jill Tomlin and Pauline McMahon would attend.

Publicity for and Notes of the Open Meeting.

Colin Bell thanked Dr Sherwin for his part in widely advertising the Open meeting. He also thanked the Secretary for suggesting and producing comprehensive Notes of the evening for the web site enabling those patients who had been unable to attend to be informed about what had taken place.

Autumn Meeting and AGM on Thursday 18 October 2018.

Gill Johnston confirmed the booking of the speaker on Medications. Details would be available nearer the date. Gill would chair the session.

The Committee Constitution.

The Committee's Constitution document was now out of date, including the title of the group. It was formerly known as the Patients Forum so was in need of revision. Colin Bell proposed a sub-group to redraft before presenting it to the Committee for consideration. Gill Johnston, Jill Tomlin and Colin Bell would meet on a date to be agreed.

Matters Raised by Committee Members.

There were no matters raised.

Any Other Business.

There was none.

Date of Next Meeting.

The next meeting would be held on Thursday 19 July 2018.

The meeting closed at 7.15pm.

Jill Tomlin

Secretary

Distribution: All Committee members, Dr Hoyle, Dr Sherwin, Sarah Trompetas, Practice website and waiting room file.