



Phoenix Surgery
Patient Participation Group

Minutes of the Annual General Meeting of the PPG **April 5th 2017**

Present: Ingela Jacob, Peter Jay, Tatyana Cheung, Lynne Earthy, Anna Gibbins, Dr Pete Hill, David Jenkins, Tony Isaacs, Julia Maclean, Alan McQuillin, Oscar Rook, Margaret Toms, Chris Tye, Allan Waller, Chris Swales (note taking)

1. Welcome IJ Welcomed everyone to the meeting.

Apologies Peter Burns, Roger Edgar

2. Minutes of the AGM on 6th April 2016

These were agreed as a true and accurate account – proposed by **MT** and seconded by **TI**.

3. Matters arising from the minutes

All matters arising have been dealt with.

4. Presentation given by Sarah Sharp, Manager of the Integrated Community Team, along with Bernie White, Manager of the Cotswolds Referral Centre – “Hospital Discharge”.

5. Annual Reports

Co-chair Report – **IJ** During the past year a goal had been set of promoting health education with a sub group working with Dr Hill and looking at self-limiting conditions, with activities such as hand washing, to prevent the spread of disease. The PPG are aiming to do two promotions a year. The next promotion will be Linked to National Diabetes Week. **TI** and **PJ** were thanked for the support provided to **IJ** over her two years as Co-Chair. **PJ** has concentrated on ensuring the committee is aware of local talks on health promotion. **LE** is going to attend a meeting on Long Term Health Conditions.

Practice Report – see appendix A. Dr Hill explained how the merger with Romney House Surgery in Tetbury was moving forward. With the inclusion of Tetbury, Phoenix Surgery is now the second largest in the county. The plan is for the two GMS contracts to fully merge in April 2018. We have the full support of the CCG.

Social Media Report **JM** – A student, Alex Shepherd has been working with the practice on the website. This created a great deal of debate and JM has struggled to cope with widely varying opinions. Facebook has proved very successful for updating the latest practice news and advertising the Healthy Marketplace posters. Once the merger with Tetbury has progressed further it is hoped to allocate dedicated resources to IT, including the website and Facebook.

PPG Liaison Report – **PJ** All of the surgeries of the South Cotswold Cluster group have now joined the PPG. This is the only cluster group in the county. The 4th run of the very successful Memory Course has now come to an end. Other PPGs are more interested in fundraising but The Phoenix Surgery has funds ring fenced via the Phoenix Trust.

Healthwatch Report - **AW** From 1st April 2017 a new 5 year contract has been awarded to the team who have been running Healthwatch Wiltshire which is now to be called "Evolving Communities". A new office has opened in Quedgeley. There will be local management of the Gloucester group. Staff are having to re-apply for jobs.

6. Election of Co-chair

IJ has now completed 2 years service. **PJ** is to continue for a 2nd year. After discussion, no other PPG member was happy to step forward for a co-chair position yet so it was agreed that **IJ** would continue to hold her post for another year.

7. Any Other Business

None reported.

8. Future dates

Next meeting 21st June 2017 at 1pm

Next AGM 11th April 2018 at 1pm