



Minutes of

KHC Patient Participatioon Group Annual General Meeting
Wednesday 19th January 2022 - 1230pm via Zoom

Chaired by Margaret Adams

Minutes by Terry Ross

Attendees: Margaret Adams (MA) (Chair) - Helen Gleed (HG) (Vice Chair) - Terry Ross (TR) (Minutes) - Steve McMahon (SM) (Admin) - David Jenkins (DJ) - Marina Davis (MD) - May Diorazio (MDI) - Dr Emma Williams (EW) (PPG GP Lead)

Apologies: Margaret Lee Sze Tsiok (ML) (will re-engage when face to face meetings held), Robyn Clark (RC) (Practice Manager)

Welcome and Introductions

Margaret welcomed all to the meeting.

AGM – Election of Office Bearers

Margaret Adams was elected as Chair.

Helen Gleed was elected as Vice Chair.

Steve McMahon was elected as Admin Secretary.

Terry Ross was elected as Minute Secretary.

Matters Arising from Last Meeting

Some members have not received the Minutes. SM will deliver paper copies of future communications to MDI. EW happy for KHC to send Mail paper copies to members should SM have any issues in delivery.

Some points were raised re last Matters but are incorporated within the minutes below.

Minutes were agreed and deemed correct.

PPG Update (SM)

Banner - has been completed, might need tweaking, requires email address to be added(see below), SM and HG to work on it.

Walking Group – put on hold pending more clement weather. Agreed that the walking group needs a more appropriate name to ‘unstress’ the walking aspect which might give the wrong impression of the purpose of the event, which hopes to cater, in the main, for those who might have a problem joining or keeping up with a ‘normal’ walking group.

HG suggested that members come up with suggested names for this group – to be resolved at next formal meeting, if not before.

New Timings - for PPG Meeting start and date. It was agreed that the meeting start time be moved to 1200hrs. The dates were agreed. The accompanying meeting times and dates list reflect the new timings.

Coffee Morning – has been put on hold until the present environment is more certain, re Covid.

eMail – the PPG email address of kingswood.ppg@nhs.net was unavailable as we did not have the password. This has now been resolved and both SM and RC have the password to access this mailbox. This email address can now be added to the PPG Banner.

Surgery Update (EW)

Update on Staff

New Doctor has started and looking to recruit another GP.

Dr Husain is now a permanent GP.

New paramedic starting - Martin Davies - Monday to Thursday.

EW - talked about training days and how the staff were utilised on these days.

Discussion on Emergency appointments - to be phoned to surgery by 8 in the morning.

Suggestion most people cannot make this time.

Another time slot was proposed at our last meeting. This was fed back by EW at the time and it seems that there is no good system to suit everyone.

At the moment you can book 24, 48 hour and 2 weeks in advance.

If there is an emergency that cannot wait. There is always an on-call doctor who will always deal with something that day. That seems to be working at the moment.

If people struggle re timings then they should perhaps have individual discussion with their doctor.

EW - Discussed new role - care coordinator. There are 3 care coordinators John, Becky and Katie.

HG - Would care coordinators have a list of clients to look after?

EW- Yes - Remit to cover areas of mental health register, learning disabilities, long Covid and weight management services. They are contactable on normal surgery number. It is a new role, just starting.

EW - suggesting a care coordinator to come to a PPG Meeting and that they were looking at a Care coordinator for people who suffer long term chronic diseases.

AOB

Discussed disbandment on CCGs and that MA had tried to get information from Health Watch and had written letters on this but has had no response. PPG is keen to get any information regarding the disbandment of CCGs and what is replacing the CCG is our area of concern – anyone.

Lengthy discussion on STAR. TR will research information on STAR with a view to how people might get involved, should they wish to follow it up.

PPG Contact details to be shared – SM

Date of next formal meeting agreed as 18th May 2022 at 1200hrs – Possibly a face-to-face meeting.

Actions:

Action	Owner	Comments
Banner	SM to send to HG	
Walking Group Name	All to consider appropriate name	
CCG Replacement	Anyone who can find the info	
Care Co-ord to PPG Meeting	EW	
Bereavement Investigation	TR	
Contact Details to everyone	SM	Done via email 19/01/22

Dates for this Year:

19	Jan	2022	1230-1330	PPG Formal (All) AGM
16	Feb	2022	1200-1300	Informal PPG Members Only
23	Mar	2022	1200-1300	Informal PPG Members Only
20	Apr	2022	1200-1300	Agenda Pre Meet
18	May	2022	1200-1300	PPG Formal (All)
22	Jun	2022	1200-1300	Informal PPG Members Only
20	Jul	2022	1200-1300	Informal PPG Members Only
24	Aug	2022	1200-1300	Agenda Pre Meet
21	Sep	2022	1200-1300	PPG Formal (All)
19	Oct	2022	1200-1300	Informal PPG Members Only
16	Nov	2022	1200-1300	Informal PPG Members Only
14	Dec	2022	1200-1300	Agenda Pre Meet
18	Jan	2023	1200-1300	PPG Formal (All) AGM