

**MINUTES OF THE SADDLEWORTH MEDICAL PRACTICE PATIENT
PARTICIPATION GROUP MEETING HELD ON TUESDAY 5TH MAY, 2015 AT THE
UPPERMILL SURGERY**

1. **Apologies** were received from Nicky Collins; Joan Darke; Sue Palfrey and Caroline Wallis.
2. **Present:** Joyce Brown; Royce Franklin (Chair and Minutes); Tracy Jenkinson (Practice Manager); Rod Lawson; David Makin; Alma McInnes and Edna Simister-Wolstenulme.
3. **Thanks** to Edna for taking the meeting in Chair's absence last time and to Tracy for doing the minutes.
4. **Welcome** to Rod Lawson our recruit. Royce said he hoped Rod would feel to take a full part in the committee.
5. **Notes of the inquorate Meeting held on 20th March, 2015** were accepted as a true record of the meeting.
6. **Matters Arising from the Meeting on 20th March, 2015** (a) Reminder members could become members of the '500 group' who would be contacted to seek views about the N.H.S. services provided. The Chair said he attended a meeting in April which looked at a number of issues: one of the main themes was the linkage between hospitals and primary care. A second was the respective role of nurses, doctors and consultants and what can be done to views about roles more robustly known.. (b) Royce had sent round a list of dates for 'Dementia Friendly' environments compiled through Joyce. (*re-produced as attached*) Joyce said it was not considered appropriate to listen to the hour long sessions as part of another group. Everyone who goes needs to attend because they want to a Dementia group and not because any other group such as this was its prime focus. (c) Members were reminded the website is not something which is in tablets of stone any changes proposed can still be made. Members were urged to look at it periodically. (d) Booking an appointment on line; will be available once the practice has moved to EMIS clinical system. This is currently being held up by BT, who are required to upgrade the N3 connection to the practice.
7. **Cluster Work** Applications for four new schemes were submitted, 2 of which have been successful. Firstly, a Community Matron to be employed by the practice and secondly a clinical pharmacist who will provide a minor ailment clinic and will undertake medication reviews for patients at the practice. Full explanations to be included in newsletter to be produced next month. These two new posts will be replicated at Pennine Medical (Mossley and Greenfield) and Leesbrook Surgery in Lees. The schemes will run, initially, for 3 years.
8. **Public Relations** Chair felt the practice was not good at public relations. He highlighted Dr Push which had got off to a very slow start probably because the only explanation in the local press had come from one which was centrally-controlled. The absence of information about Delph surgery opening had been a second. The reason for the latter was the Delph surgery had to be a satellite and if staff were needed in Uppermill it remained the location which had to remain open. After discussion it was felt members of this group had to be more assertive and inform the practice where there were it was there deficiencies.

9. **Delph Surgery** A group from the patients' group and from the practice to take this forward.
10. **Report from Carers' Group** Joyce reported the group continued to flourish. Need to make certain Eamon knows about meetings. The use of the third Friday has been abandoned because it was under-used.
11. **Man Project** No progress because of Chair's indisposition.
12. **Health and Wellbeing Group** Frustrations because of the constant changes of date for the group and the continued absence of Oliver Collins was another the central representative when we do meet
13. **Newsletter** Royce read out an e mail form Nicky indicating we need to get a timetable for the 'summer edition'. It was accepted by the group that articles should be with Nicky by 24th June at the latest to enable her to get the next edition out by July.
14. **Action Plan on Issues not Dealt with Elsewhere** (2) Modified patient' letters are finished. (3) Royce to approach Sue regarding the photographs. (5) Folders - Not a priority in the immediate future; a staff member needs to be appointed.
15. **N.H.S. Friends' and Family Survey** To date over 100 had been received. To avoid subjectivity all the derogatory ones are listed so that note can be taken and any appropriate action acted upon. A full discussion next time.
16. **Surgery Progress** Following Mark Drury's (CCG) presentation at the last meeting, all practices have been offered a new local scheme which will be aimed at increasing access to the practice. The funding has been made available through the CCG's prudent budgeting and desire to invest in primary care. The practice will be using their funding to invest in a further full time Salaried GP, additional phlebotomy time and increased admin staff. This will also allow the practice to increase the services offered from the Delph Surgery.
17. **New Members and the Role of the Group and the Chair** As an introductory role to the group Royce had met with Rod before he joined. Rod to think about the role the group may play and to assist new persons joining.
18. **AFTER DISCUSSION IT WAS RESOLVED TO HOLD MEETINGS ON A TUESDAY ON THE FOLLOWING DATES FOR THE REST OF THE YEAR ALL AT 1 P.M. AT JUNE; 25TH AUGUST; 13TH OCTOBER AND 24TH NOVEMBER, 2015.**