St Luke’s Primary Care Centre – Patient Participation Group

AGM Minutes

# September 15, 2015

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| Present: | Moira Chapman (Chair), Alison Pound (Practice), Christine Chapman, Tom Tarry, Kath Bottwood, Jane Other, Ray Chapman, Geoffrey Beedell (Patients)  |
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1. Apologies

Pauline Robinson, Liz Tregonning

MC stated that Shirley Brown wishes to step down from the PPG and that she will contact Chris Page.

# Previous Minutes

# 16/06/2015 - Agreed

1. Chairperson’s Report
* MC gave outline of PPG Activity over the previous Year.
* AP expressed the thanks of the Practice for the Chairperson’s contribution.
* JO to be PPG’s 2nd attendee to West Locality Engagement Group.
1. Resignation of Officers
* All Officers resigned
1. Nomination and Voting of Officers
* Chairperson MC Proposed by RC Seconded by CC
* Vice Chairperson CC Proposed by MC Seconded by GB
* Secretary GB Proposed by KB Seconded by RC
* Vice Secretary PR Proposed by RC Seconded by CC

MC to contact PR and advise

1. West Locality Engagement Group

CC advised of:

* Contract 01/10/15 – 31/03/16
* Surgeries to hold Flu overspill Clinics on a Saturday
* Children less than 12 years of age to be triaged on the day
* 105 contacts to be made per 1000 patients
* Nurse Practitioners to be in situ
* Northamptonshire needs to make £7.4m savings

CC also advised of need to synch PPG meeting with WLEG. Next PPG meeting to be 10th November prior to WLEG Meeting on 16th November

1. Interim Meeting
* To be held on 20/10/15 to agree actions for next PPG Activity –AP to check availability
* Proposed to be held in Spring on a Surgery Training Day
* Initial considerations - MIND / Mental Health, Alzheimer’s, Living with Depression,
1. AOB
* KB advised that PPG link from Practice website shows that PPG is currently full and unable to download papers – AP to investigate a potential Google Chrome issue.
* Virtual Group is informed of PPG activities
* PPG Mission Statement requires broadcasting
* RC to edit current PPG PowerPoint presentation and send to all.
* AP proposed that the structuring of PPG awareness to be discussed at next meeting
1. Next Meeting

10th November 2015