

# Minutes of the Meeting of the Preston Park PPG held on 16 October 2018

**Attended:** Dr Andrew Hodson (AH), Mark Richardson (MR), Hesione Quinn (HQ), Andy Cheng (AC)

**Apologises:** Andrew Bowden

- 1) The minutes of the meeting on 10/07/2018 were approved.
- 2) Matter arising:
  - AH will send MR the email addresses of the Practice Managers of the other surgery's in our cluster (Beaconsfield, Stanford and Warmdene) so that we can explore the possibility of joint PPG meetings
  - AH will investigate what has happened to the promised notice board
- 3) AH reported that a Practice Manager has been appointed (Janak Chauhan) and he will be starting on 1 Jan 2019. In the meantime Dr Craig Milne is acting as practice manager.
- 4) Dr Catherine Brown is applying on behalf of the Practice to join the National Association for Patient Participation (NAPP) with the first year's fee (£60) coming out of the PPG grant money.
- 5) The October 2018 Terms of Reference were agreed
- 6) The text content of the Poster/Calendar has been agreed by the Partners. It was agreed at the meeting that the layout should include a full year calendar so that patients could add their own significant events. Our aim is to have the graphic designed copies available for patients well before Christmas.
- 7) How best the PPG could support the practice and patients was discussed. Ideas included how to help resolve social isolation and loneliness, setting up expert patient groups and recruiting more PPG members. It was agreed that the PPG needed to focus on one of two ideas now and implement them soon. A decision on what exactly to do next may need to be left till the new Practice Manager is in post as his support/advice will be essential.
- 8) MR will approach St Augustine's Centre at the bottom of Florence Road to see if they will be willing to offer us meeting space free of charge.
- 9) We are still unable to roll out recruitment to the Virtual Patient Group as the GDPR 'breach' liability hasn't been resolved. It was agreed the next steps to resolving this will be seeking help from the NAPP once we become members and consulting the new Practice Manager who is thought to have relevant experience.
- 10) The next meeting is planned for 15/01/2019 but this will be subject to the new Practice Manager being able to attend.