

Minutes of Barnfield Hill Surgery PPG meeting
Thursday 24th January 2019 6.30pm Barnfield Hill Annex

1. Welcome and introductions: Nicola Piper, Jayne Leavers, Niall MacLeod, John Hope, Jan Fewings
2. Apologies: Valerie Joslin, Jemma Waugh, Jane Bheemah, Sarah Collier
3. Minutes of last meeting on 29.11.18
4. Practice update- not covered
5. PPG Communications issues were discussed
 - Currently no longer able to send mass text messages so need to look at other ways of disseminating educational events, garden events and PPG issues.
 - PPG Database- Niall said that there were about 80 on the PPG gmail database and that he had sent emails to them all informing them of the PPG meeting and asking if they wishes to be removed from the mailing list. Four so far had requested this. Nicola offered to look at database and update it. **ACTION: NICOLA**
 - Niall produced draft PPG poster for the new PPG notice board. It was thought to be too wordy. Nicola volunteered to make the poster more eye catching. **ACTION: NICOLA**
 - Newsletter: Jayne agreed to do article on Community Building, Nicola would do one of Feet and Niall would write one on the garden, and the PPG **ACTION: NICOLA, JAYNE, AND NIALL**
 - New patient leaflet- surgery already has this- can we see it?
 - Practice Website **ACTION: NIALL/JEMMA- PPG info needs updating**
6. Exeter Patient Panel Update
 - Agree communicating with patients a real problem with GDPR issues- **ACTION: NIALL TO BRING UP WITH CCG COMMS LEAD ANDREW MILLBANK at tomorrows' Devon PPG Network meeting**
 - Agree to work together with Community Builders and Connectors to promote PPG/community events
 - Wellbeing Exeter willing to support healthy living events across the city- coordinated with PPGs
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7. Devon PPG Network Update
 - Niall reported that the Devon PPG Network continues to grow. The steering group meets every 2 months with CCG representation and admin support. All practices in Devon are being approached to provide details of their PPG. There are plans for a Devon PPG Network conference possibly in June at Newton Abbot Racecourse.

The purpose to share good practice, support struggling and non-existent PPG and to work with CCG to promote prevention and self care in the community.

- Devon PPG Access Survey- Devon CCG wants PPGs to do clip board interview of patients in waiting room to gauge feelings about access. They are also doing the survey on line but wish also to survey those without IT access.

ACTION: JEMMA/NIALL/JAN- order surveys and arrange date to do interviews- before February 28th

8. Garden

- Shelter- Niall said that Ripple effect were not able to help with shelter and hasn't yet managed to contact Men in Sheds Jayne suggested that a Dawlish charity for the handicapped may be able to help **ACTION: JAYNE TO GIVE NIALL NAME OF CHARITY**
- Working party- it was thought that call for a start of year working party to get the garden tidied and ready for planting- Saturday 6th April 10-12pm was suggested **ACTION: ? NICOLA TO DO POSTER/NIALL TO PROMOTE via NOTICEBOARD/FACEBOOK/EMAIL/other**
- Garden Party- as part of Naturally Healthy May- suggested date Sat 11th May 10-12am- possibly with Tai Chi activity (?Helen Kingdon) and some music as well as tea and cake. There may be small amount of funding from Active Devon through Connecting Actively to Nature (CAN) project. **ACTION: NICOLA TO DO POSTER/NIALL TO PROMOTE via FACEBOOK/EMAIL/dw Helen/ other**

9. Educational Events

- Peta Foxall, chair of RDE Governors coming to St Leonards PPG on Monday 18th February 6pm **ACTION; NIALL TO PROMOTE VIA FACEBOOK/EMAIL/other**
- Advanced Planning Workshop (for help writing Advanced Directives). Tuesday 9th April 2-6pm and Monday 21st April 9-1pm and 2-6pm Venue TBA Cost £30 **ACTION: NIALL WILL DO POSTER AND PROMOTE**
- Wellness Event (in conjunction with Wellbeing Exeter)- TBA ?May/June
- Healthy Teeth/Gums Educational Event- sadly dentist pulled out on this (no pun intended!). Could try different one?

10. Community Builder Update

Jayne pointed out a long list of activities available in the St Leonards Area. She also provided us with posters on Wellbeing Exeter and its community connector and community builder program **ACTION: NIALL TO FORWARD POSTER TO JEMMA TO PUT ON NOTICEBOARD**

11. AOB nil

12. Date of next meeting: Monday 25th March 6.30pm Barnfield Annex

Meeting closed on time at 8pm