

# **Holly Tree Surgery (HTS)**

1<sup>st</sup> Biennial General Meeting on 4<sup>th</sup> October 2012 at 7.30pm

of the

## **Patient Participation Group**

*“Working together for best practice”*

followed by a meeting of the PPG Committee

### **1. Introductions**

Present: Anne Blackman, Gordon Carter, Mayonne Coldicott, Tom Dawson, Melanie Eldridge (chair), Roger Jefferyes, Robert Jones, Prof David Kirk, Christine Pointer, Dorothy (Dorrie) Smith, My Spence (secretary)

### **2. Opening comments**

Melanie talked about the surgery and the history of the PPG, including the fact that action by the PPG helped to save the Dispensary from closure, and that sums of money for access was received with the help of Mayonne's hard work. Surveys have been carried out in order to gauge patients' views. Christine and Robert have volunteered to attend meetings of the Farnham, Hart & Rushmoor PPG and report back to us at HTS PPG.

### **3. Nominations for the PPG committee**

Melanie had received six nominations with a brief statement for each nominee. The statements were read out by Melanie. Nominees: Anne Blackman, Mayonne Coldicott, Robert Jones, David Kirk, Christine Pointer and My Spence.

### **4. Election for the PPG committee**

All six nominees were voted in. David Kirk was proposed as Chairman by Mayonne, seconded by Anne and duly elected to the position. My Spence was proposed as Secretary by Melanie, seconded by Mayonne and duly elected to the position.

### **5. Any other business**

It was agreed that a letter of thanks should go out to Frank Wilkes, retiring Chairman.  
(MS)

It was also agreed that an email should be sent to the new committee members with the names, telephone numbers and emails of those now elected. (MS)

**The business of the BGM being completed, the meeting turned into a PPG committee meeting and Prof David Kirk took the Chair.**

**1. Matters arising from previous minutes (meeting held 14<sup>th</sup> June 2012)**

We need to go through the PPG Constitution and clarify some matters and procedures before the next BGM in 2014. (DK, MS)

We are still awaiting more responses to the recent patient attitude survey. Copies will be printed out and left in the surgery (at Reception) for patients to fill in while waiting. (ME)

A reminder of the survey should be sent to the Virtual PPG; it should be attempted to remove addresses of those who have already responded. (MS)

The new look HTS website is now up and running; it looks very good, and will hopefully be easy to use for all patients. PPG members were asked to look at it and feedback comments to Melanie. (All)

The strike day affecting the NHS did, as expected, not affect HTS.

Current GP targets: Mayonne clarified that she had originally raised this issue as she was interested to know what current targets are and how they may affect HTS patients. She had a personal example of how this could be very positive. However, the past history of targeting appointments is an example of how patients could be negatively affected by these targets.

Melanie explained that one current target is for surgeries to try to see what they can do about lessening the pressure on the overworked A&E departments. Another is to try to limit unnecessary referrals, prescriptions and tests, but HTS doesn't have too many of those.

Robert and Christine will try to between them attend and report back on the meetings of the Farnham, Hart & Rushmoor PPG. (RJ, CP)

It was noted from a previous meeting of FH&R PPG that there is a lot of elective surgery in our area, so there is talk of raising the levels of illness "required" to have such surgery.

**2. Any Other Business**

The meeting wished to thank Melanie for all her work in arranging and chairing the BGM.

3. **Date of next PPG meeting**

**Thursday 17<sup>th</sup> January 2013 at 14.15 at HTS in the upstairs meeting room.** Please sign in at Reception (and remember to sign out after the meeting). My usually sends out a request for agenda items two weeks before the meeting, then sends out the agenda one week before the meeting. Any apologies should go to My, please. (All)

4. Meeting closed.