



**White Horse Medical Practice**  
**Patient Participation Group**

**MINUTES**

**Date:** 11<sup>th</sup> March 2014

**Place:** White Horse Medical Practice

**Attending:** Ann Thompson (Chair)  
 David Burn (Minutes)  
 Emily Norton  
 Marcus Laphorn  
 Caroline Beaney

**Apologies:** John Mattingley  
 Jo Morgan  
 Gene Webb  
 Douglas Dalrymple

	Item	Action
1	<p><b>Minutes</b>                      The Minutes of the meeting on 14 January 2014 were approved and signed by Ann.</p>	
2	<p><b>Matters arising</b></p> <p><b>Health Summit.</b> This will take place on Tuesday 23<sup>rd</sup> of September at the Surgery. (This is 2 weeks after our September meeting.) No other decisions were taken on this, apart from gratefully accepting John's offer to make arrangements for our third public Summit meeting and liaising with Sula Wiltshire.</p> <p><b>Patient Survey.</b> This is now completed and on the Surgery website. A comment on the analysis may follow once John has consolidated the verbatim comments for Caroline. The link on the website is to be checked.</p> <p><b>Ferendune.</b> In Gene's absence it was decided to carry this over to the next meeting.</p> <p><b>Healthwalks.</b> These are now on the PPG website and will need to be updated regularly .</p> <p><b>Partners' Meeting.</b> Caroline is to suggest a date in May for us to have an informal meeting with the Partners.</p>	<p><b>John</b></p> <p><b>John</b> <b>Caroline</b></p> <p><b>Gene</b></p> <p><b>Gene</b></p> <p><b>Caroline</b></p>

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	<p><b>Lunchtime phone.</b> Caroline said that calls were now being answered but that, until an extra person starts in June, the Dispensary is having issues with handling the calls. It was agreed that this move, which was initiated by the PPG, should be publicised as an achievement in the next newsletter.</p> <p><b>Information Board.</b> This is now up in the waiting area. Caroline will organize a header and pin up the latest Healthy Times. It is hoped that John can (please) write a short description of what the PPG does as a permanent item. A note of our latest achievements can be added when they're prepared for the next issue of Healthy Times.</p> <p><b>NAPP Conference.</b> Caroline confirmed that John is booked in for the June conference in Leeds.</p>	<p><b>Caroline</b></p> <p><b>Emily</b></p> <p><b>Caroline</b></p> <p><b>John</b></p> <p><b>Emily/Gene</b></p>
<b>3</b>	<p><b>PPG Awareness Week 2-7 June</b></p> <p>It was agreed we'd hold our events on Tuesday June 3<sup>rd</sup>. Possible activities are:</p> <p>Caroline can include PPG info and possibly one of us at Claire's regular British Heart Foundation + Rapid responders coffee mornings at the Surgery.</p> <p>Marcus will contact Carers Oxfordshire to see if we can co-ordinate with their Faringdon visit that week.</p> <p>Marcus will also check whether Costa Coffee are still keen to host community events.</p> <p>Emily offered to man a stall in the market square that day alongside the Farmer's Market.</p>	<p><b>Caroline</b></p> <p><b>Marcus</b></p> <p><b>Marcus</b></p> <p><b>Emily</b></p>
<b>4</b>	<p><b>Recycling medicines.</b></p> <p>The Dispensary Manager is checking this out.</p>	<p><b>Caroline</b></p>
<b>5</b>	<p><b>Dementia Awareness</b></p> <p>Emily attended the recent Dementia Awareness day organised by the County. She suggested we should consider joining the Dementia Awareness Alliance as a group. No decision was taken on this.</p> <p>Emily also had information from Oxfordshire Rural Communities Council on their dementia-support programme. Although there has not been sufficient interest in Faringdon so far Emily will be trying to start a local group – minimum of 6 carers needed.</p>	<p><b>Emily</b></p> <p><b>Emily</b></p>
<b>6</b>	<p><b>Cancer Care</b></p> <p>Marcus reported on a computerised diagnostic tool for GPs. Our Surgery is keen to</p>	

	<b>Item</b>	<b>Action</b>
	know more and Marcus will follow this up.	<b>Marcus</b>
<b>7</b>	<p><b>Midwives</b></p> <p>Marcus gave an update on conversations he's had with The Folly Dollies, a local WI group, and with the WI nationally about trying to increase the numbers training for midwifery. The increase in Faringdon's population will put even more pressure on this increasingly scarce resource. Marcus will continue to liaise with the WI and move toward appropriate actions later this year.</p> <p>Caroline said that the Surgery's midwife is employed by the Oxford hospitals and she will ask her who the responsible funding body is.</p>	<p><b>Marcus</b></p> <p><b>Caroline</b></p>
<b>8</b>	<p><b>Carers Visits</b></p> <p>Ann reported on the recent budget increase that has secured this service. No further action.</p>	
<b>9</b>	<p><b>Healthy Times</b></p> <p>Emily gave an update on the next edition and some detail layout and content items were agreed. There is space for some further stories. The following contributions were offered for the end March text deadline:</p> <p style="padding-left: 40px;">Marcus. A piece on midwives and another on Cancer.</p> <p style="padding-left: 40px;">David. An intro to therapeutic Counselling</p> <p style="padding-left: 40px;">John (please). A note on recent PPG achievements – which can be re-purposed for the Surgery notice board.</p>	<p><b>Marcus</b></p> <p><b>David</b></p> <p><b>John</b></p>
<b>10</b>	<p><b>Website</b></p> <p>Ongoing maintenance continues with Gene</p>	<b>Gene</b>
<b>11</b>	<p><b>Library</b></p> <p>Carried forward in John's absence.</p>	<b>John</b>
<b>12</b>	<p><b>SWOL &amp; NAPP</b></p> <p>Carried forward in John's absence.</p>	<b>John</b>
<b>13</b>	<p><b>Action Plan</b></p> <p>Carried forward because of low numbers</p>	
<b>14</b>	<p><b>AOB</b></p> <p>Carried forward in Gene and John's absence.</p>	<b>Gene/John</b>
<b>15</b>	<p><b>Meeting days and times</b></p> <p>As Gene can no longer make Tuesday evenings it was decided to try for 1830 on Wednesday 11<sup>th</sup> June for the next meeting. All Core Members are to confirm to Gene, the next Chair, if they can or cannot make that date.</p>	<b>All</b>
<b>16</b>	<p><b>Ann Thompson</b></p> <p>Ann said that she would be leaving the core group immediately but generously offered to help out when necessary.</p>	
<b>17</b>	<p><b>Appointment reminders</b></p> <p>The good news is that it looks as if the text reminders to mobiles is reducing non-</p>	

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	attendance. Caroline said that texts can't currently go to landlines but that this is being looked into. Caroline will endeavour to quantify the financial benefits of fewer DNA's and then publicise this in the next newsletter.	<b>Caroline</b>
<b>18</b>	<b>End of meeting</b> The meeting ended at 1955.	

**Circulation**

Ann Thompson  
David Burn  
Emily Norton  
Marcus Laphorn  
Caroline Beaney  
John Mattingley  
Jo Morgan  
Gene Webb  
Douglas Dalrymple

**Approved by**

**On**