



## PATIENT PARTICIPATION GROUP - MINUTES

**Monday 15<sup>th</sup> June 2015**

**Present:** Rosemary Rives- Roberts (Chair), Anne Balcomb (Vice Chair), Maggie Samuel, Lynn Lane, Jack Earnshaw, Jill Doe, Karen Acott, Sam Bunton.

**Open forum 5.30pm – 5.45pm without members of Wallingbrook Health Group**

**Apologies:** None

<b>1.0</b>	<b>Minutes of the last meeting</b>	
1.1	These were agreed for publication on the website.	
<b>2.0</b>	<b>Matters Arising</b>	
2.1	AB has sent the dates of the Winkleigh Memory Cafe meetings to SB.	
2.2	(5.1) LL said that she would bring up the matter of patient information leaflets for distribution to estate agents in Okehampton in the main part of the meeting.	
2.3	(6.1) GD advised KA that she had not received the Healthy Living leaflets until after the publication of the Lapford parish magazine.	
2.4	(7.1) SB said that the information regarding JE's query re transport to the Surgery had been included in the website.	
2.5	(9.1) SB confirmed that the Summer newsletter has now been distributed.	
2.6	(10.1) RRR has received a few more replies to the survey re choice of activities for the funding bid in October. She will collate replies received so far.	
2.7	(11.1) There were no Part 2 Minutes.	
2.8	(12.0) The PPG meeting scheduled for 1 <sup>st</sup> June 2015 was cancelled as it was not quorate according to the existing PPG Terms of Reference. In view of the smaller number of representatives on the PPG, it was agreed that the Terms of Reference should be amended to a 50% attendance of WHG members and one member of WHG staff.	

Correspondence to: Wallingbrook Health Centre, Back Lane, Chulmleigh,  
Devon, EX18 7DL. Tel 01769 580295. Fax 01769 581045

VAT Registration Number 879082282

\*Please note that all calls to and from the surgery are recorded and may be monitored for quality and training purposes.

**"Together we build happy, healthy communities"**  
www.wallingbrook.co.uk

<b>3.0</b>	<b>Forum Feedback</b>	
3.1	RRR gave Forum feedback.	
<b>4.0</b>	<b>WHG Update</b>	
4.1	KA reported that the Practice had had to juggle clinics, as a couple of GPs have been unwell. There have also been some management changes. She is now only working for Wallingbrook on Mondays and Fridays, as she has been appointed chair of a new legal body "Devon Health", created by 84 practices in Devon. Lucy Harris was appointed "Operations Manager" on 1 <sup>st</sup> June 2015. In future GPs will spend one afternoon every 6 weeks considering the care of their patients with complex needs.	
<b>5.0</b>	<b>Winkleigh</b>	
5.1	AB handed one suggestion from the suggestion box to KA.	
<b>6.0</b>	<b>Okement</b>	
6.1	LL reported that she has still not received the leaflets she requested for distribution to Okehampton estate agents. She would also welcome articles about the new GPs attending the Okehampton surgery. KA said there were time commitment issues. SB explained that the information leaflets for Okehampton and Winkleigh had had to be rewritten. KA promised to get the leaflets to LL within 2 weeks.	
<b>7.0</b>	<b>Lapford</b>	
7.1	GD asked if there was any First Aid training provision in Lapford.	
<b>8.0</b>	<b>Burrington</b> JE – nothing to report	
<b>9.0</b>	<b>Newsletters</b>	
9.1	PPG members are distributing them in their own localities.	
<b>10.0</b>	<b>Any other business</b>	
10.1	It was agreed that this year's AGM will be in the second week in November, if possible in Winkleigh Community Centre. AB will check availability.	
<b>11.0</b>	<b>Part 2 Minutes</b> – To be distributed at meeting only.	
<b>12.0</b>	<b>Dates of next meetings:</b>	
12.1	The next meeting will be held on Monday 20 <sup>th</sup> July 2015 with WHG attendance at 6.00pm.	

Correspondence to: Wallingbrook Health Centre, Back Lane, Chulmleigh,  
Devon, EX18 7DL. Tel 01769 580295. Fax 01769 581045

VAT Registration Number 879082282

\*Please note that all calls to and from the surgery are recorded and may be monitored for quality and training purposes.

**"Together we build happy, healthy communities"**  
www.wallingbrook.co.uk