



## PATIENT PARTICIPATION GROUP - MINUTES

**MONDAY 23 February @5.45PM**

**Present:** Rosemary Rives Roberts (Chair), Anne Balcomb(Vice Chair), Bill Dean, Lynn Lane, Karen Acott.

**Open forum 5.45 – 6pm without members of Wallingbrook Health Group present.  
Apologies: Maggie Samuel, Jill Doe, Jack Earnshaw and Sam Bunton**

<b>1.0</b>	<b>Minutes of the last meeting</b>	
1.1	The minutes were not agreed, so put aside for amendments to be incorporated and agreed at the next meeting.	<b>ALL</b>
<b>2.0</b>	<b>Matters Arising</b>	
2.1	(Item 2.2) KA said that there was still no admin support for the PPG available from Wallingbrook. A GP would attend a Meeting if a particular query arose. She also confirmed that all supplies of the Survey in its present form had still not been used up.	<b>ALL</b>
2.2	AB reported that she had made contact with the Chair of Winkleigh Sports Centre about providing free taster sessions during Healthy Living Week and he had agreed to raise it at the next Committee Meeting. Other organisations she had contacted had not replied. BD who is a member of the Committee said that he would arrange for her to attend at the beginning of the Committee Meeting to explain the proposals.	<b>AB</b>
2.3	BD said that he would like to express formally, on behalf of the North Tawton patients, their thanks to the Wallingbrook Doctors and Nurse Practitioners who had worked there.	<b>BD</b>
2.4	It was agreed that further discussion on the North Tawton contract would be taken up in the Agenda	<b>ALL</b>
2.5	(Item 6.1) LL has now obtained patient numbers for Okement	<b>LL</b>
<b>3.0</b>	<b>Forum Feedback</b>	
3.1	RRR gave the forum feedback (Item 2.5) RRR said that she and MS had met with Ian Jury and Bob Smale to discuss a joint bid for a grant from UK Healthy Hearts . As we	<b>MS RRR</b>

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	need to consult about the type of activities people would want, by including a survey in the next newsletter. It has been agreed that we should now leave the funding application for the UK Healthy Hearts Grant until October.	
<b>4.0</b>	<b>WHG Update</b>	
4.1	KA said that the website update was still in transition. She has confirmed that it will be refreshed on 1 <sup>st</sup> April 2015, and Sam Bunton has been going through the content to ensure that any references to N. Tawton are removed.	<b>KA</b>
4.2	A survey of details of the composition of the PPG now needs to be filled in by WHG and returned to NHS England. Karen will complete the form for the PPG members to approve. Maggie, Bill and Lynn have approved it for each site, and it is now on the website to satisfy NHS England's requirements on patient engagement.	<b>KA</b>
<b>5.0</b>	<b>North Tawton</b>	
5.1	BD confirmed that the reformed PPG had now had its first Meeting and that the Guest Speaker had been Caroline Stead from NHS England. They would like to hold another Public Meeting on 14 March and give the patients some more information about the handover. He will be meeting Michelle Fairburn, the Practice Manager from Bow, on 19 March. He asked KA about the procedure for making appointments in the handover period. She advised that that agreement had not yet been reached	<b>BD KA</b>
<b>6.0</b>	<b>Winkleigh</b>	
6.1	AB had already reported on the situation regarding Healthy Living Week in Matters Arising from the Minutes of the previous meeting.	<b>AB</b>
<b>7.0</b>	<b>Okement</b>	
7.1	LL queried what would happen to the Okement Surgery if it could no longer be sited at the Hospital. KA replied that, if NHS England deemed that the Surgery was still required, they would have to sort out alternative premises.	
7.2	LL said that she had found 3 suggestions in the Suggestions Box – one asking whether a dispensary could be opened at the Surgery if the town pharmacies could not cope with demand, a second if patients could be advised of GPs specialisms when they registered and a third which was confidential and she handed over unopened.	<b>LL/BD</b>
<b>8.0</b>	<b>Chair's Role</b>	
8.1	An email detailing the role of the chair has been sent to members by MS	<b>EW</b>

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<b>9.0</b>	<b>Spring Newsletter</b>	
9.1	It has been agreed that Sam Bunton will collate and print the Newsletter. MS will copy read once the finished version is ready	<b>MS</b>
<b>10.0</b>	<b>AOB</b>	
	Meeting ended at 7.15	
<b>11.0</b>	<b>Date of next meetings:</b> Monday 23 March 2015 at 5.45 pm with attendance by WHG at 6pm.	

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