

**THE VALLEYS MEDICAL PARTNERSHIP PPG**

**Date: April 12th 2018**

**Venue: Gosforth Valley Medical Practice, Gorsey Brigg, Dronfield, S18 8UE**

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| **Present:**  Glyn Jones (Chair)  Howard Mills (Minutes)  Wendy Jones  Mike Kirby  Evelyn Kirby  Shelly Hinson  Tony Cross  Helen Lane  Mike Down  Stuart Tilley (Practice Manager)  Dr Gupta | **Apologies:**  Cherie Down  Mike Simms  Jeremy Kenyon  John Hutchinson  Hazel Hollingworth  Anne Humphries  Gordon Westell  Jenny Mills  Michelle Oglesby  Mary Millner |

1. **Chairman's welcome and apologies received**

Glyn Jones welcomed attenders and received apologies (see above).

1. **Minutes of GVPPG (December 7th 2017) & MVPPG (February 20th 2018)**

Accepted as accurate.

1. **Matters Arising**
2. **Notice Board (Gosforth Valley)**

To be re sited

**Action: ST**

1. **Missed Appointments**

A comprehensive written report was presented by Stuart Tilley on work that has taken place at Gosforth Valley for the December - March period. A copy of the report is attached.

Following discussion it was noted that this was quite a short period of time and it would be unwise to draw firm conclusions, or implement at Moss Valley at this stage. Therefore the current GV initiative will continue:

* letters will continue to be sent out at Gosforth Valley
* data will continue to be collected
* additional attention will be concentrated on those patients missing 3 or more appointments
* the issue will be raised at the next Network meeting

**Action: ST & GJ**

**b. Patient / Practice Charter**

A small group from MV & GV will meet on 23rd April to take this further. Dr Handscombe will represent the Practice.

**c. Patient Survey**

The practice has come with ideas to focus on for the Patient Survey. These include:

* self-care and self-referral, information sharing with Reception staff, website use
* extended access to the Practice (opening hours and number of days)
* ‘doctors in training’

These ideas were supported by the PPG and it was agreed that work will need to be undertaken on questionnaire design, which Wendy Jones will lead.

**Action: WJ**

**d. Dementia Leaflet**

Helen Lane updated. All present are keen to support this work being taken forward. Helen Lane updated and will discuss the final format with the Practice.

Shelly Hinson indicated that dementia support may be a subject for the next ‘Great Dronfield Get Together’ event, and there is a similar event scheduled to take place in Eckington on September 14th.

**Action: HL**

**4. Practice Update**

Stuart Tilley’s report is attached to these notes.

**a. Active Signposting**

The Practice is undertaking practice based training for staff at both GV & MV to move this issue on.

**5. Communications Group**

Tony Cross updated. Mick Down will coordinate a PPG Communications Strategy

**Action: MD**

**6. N.A.P.P. Conference**

Glyn Jones will attend from GV and it is hoped that someone will attend from MV. Name(s) need to be with Stuart Tilley by April 23rd so that places can be obtained with the ‘early bird‘ discount**.**

The conference is on June 9th at the Belfry hotel, Nottingham.

**7. Any Other Business**

1. Wendy Jones shared positive feedback from a patient who has recently transferred to the Practice.

b. Tony Cross raised the issue on behalf of Jeremy Kenyon as to whether the Practice had responded to the Local Plan. Stuart Tilley confirmed that the Practice had considered and sent a response via the CCG. The Practice response indicated that:

* a population increase can be managed if GPs can be recruited.
* if the rate of population increase is slow, then additional funding will rise slowly and this obviously makes investing in additional resources more challenging, until the growth in the list reaches a significant point.
* the Practice has the capacity to increase the size of the building (if necessary) at Gosforth Valley, but this is much more challenging in Eckington.

It is assumed that the CCG responses on behalf of all practices in the area.

c. Shelley Hinson alerted PPG to the possible closure of the Gladys Buxton Centre in July.

d. Helen Lane will take forward the development of the hay fever leaflet.

**8. Dates of Future Meetings**

1. **Network PPG**

April 26th (9.30am) @ Gosforth Valley

**b. GVPPG**

July 10th (7pm) @ Gosforth Valley

**c. MVPPG**

July 24th (6.30pm) @ Moss Valley

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