

## **FRIENDS OF ST LAWRENCE SURGERY (PPG)**

Minutes of the committee meeting held Tuesday 27 September 16 at 6.30pm in the education room

### **Present:**

Chris Moon-Willems(Deputy Chair), Judith Skitt (Treasurer), Phil Skitt, Eric Bridger, Dave Horton, Hilary Stoner, Ian Leedham, Jo Wadey, Carol Frogett, , Diane Gough, Dr James Read

### **Apologies:**

Bob Barden, Sue Pickering, Patsy Newton

The previous minutes held on the 19th July were approved

### **Treasurers Report:**

Judith explained the latest financial balance was slightly down from the previous meeting at £1955.17 this was due to expenditure on equipment for the surgery which was approved at the previous meeting, a Doppler machine and a baby sonic aid. However finances generally were healthy and included a donation of £15.00 per month and a legacy of £500. Book sales so far this year have achieved £575.58 and we only have to achieve further sales of £68.38 to reach the 2015 total which showed a 19% increase on 2014. We have had lots of books donated and these have been sorted and the shelves are full with stocks ready to re-fill.

### **Surgery News and Spending Requests:**

Jo gave an update on the recent CQC surgery inspection which was 10 weeks ago and we have still not heard any news. Jo spoke to the inspector who indicated we should have some information in the next week or so. The surgery has had 1000 new patients in the last 4 months and the surgery is struggling to cope with patient demand. Jo explained there is significant additional work taking patients from another surgery as a lot of work on patient notes requires manual processing and the surgery does not have enough staff. Surgeries locally are struggling to cope with patient demand and consideration is being given to a 'Hub' of 30,000-60,000 combined patient lists where certain parts of admin maybe combined, but this is only an idea being discussed at the moment.

The Surgery has recently recruited a new Phlebotomist for 3 days a week and the surgery is currently fully staffed with doctors.

### **Updates from Walking group, Singing group and Self-care group:**

Eric explained the walking group normally has 25-30 people going on two walks one of about 40 minutes and one of about an hour every Tuesday with an extra walk once a month. Recently this included a joint walk with other groups from the area along the Ferring rife. Future walks are planned to include a walk to the i360 at Brighton. In Sue's absence Dave reported on the Singing group and reported that it is currently without a singing leader and due to Phil's health we are without musical accompaniment, but thanks to Sue's enthusiasm we are averaging about 14 attending most weeks. Chris gave an update on the self-care group and explained that she recently attended the Self Care conference in London with Debbie. Chris explained the importance of getting young people into PPG self care groups, possibly looking at students studying supportive subjects at college eg Health and Social care courses. Further items for the Self Care sub group to consider were:- Self care is essential for the success and survival of the NHS, Self care is rapidly moving up the Governments agenda. Health literacy - What does it mean to you to be healthy well and happy? Chris thought we could ask patients this question and maybe offer a prize for the best answer that could be used as a strapline for self help work. Self-care week this year is the 13th to 20th November. Chris will send some information for Alan to put on the website. The next self help leaflet in the series will be "Getting the best out of your GP appointment".

### **Delegation of committee responsibilities**

Judith explained that it would be useful to have a deputy treasurer to assist and cover for any period of absence, sickness, holidays etc. Hilary volunteered to do this which was unanimously agreed. Judith also highlighted that signatories for cheque signing are effectively only two as Alan is still listed but is no longer on the committee. Some discussion took place regarding the position of Secretary.

**Fund raising, social activities and surgery support**

It was decided that the Christmas meal at the bowls club would remain in a similar format as this was so popular, Chris said she will book it. The quiz night was discussed including possible venues and this will need further input. Eric suggested having a race night, this is a dvd showing several races of 8 horses and predicting the outcome, again to be further investigated.

Flu clinics have been successful so far and an additional date of 29th October had been added due to demand. More names were added to the volunteers list including Carol and Dianne.

There being no other business the meeting closed

The next meeting will take place on 1st November 2016 at 6.30pm.