**HOLLAND HOUSE PATIENT PARTICIPATION GROUP (PPG) MEETING**

**22 OCTOBER 2019**

**DOCTORS DAY ROOM - HOLLAND HOUSE**

**10.30 HRS**

**PRESENT:** Karen Donley (Chair)

 Sally Pern (Practice Manager)

 Barbara Weston

 Michael Crowther

 Barbara Smith

 Janet Robinson

 Elaine Townsend (Minute Secretary)

**APOLOGIES:** Bill Gormley

**(1) WELCOME AND INTRODUCTION**

Karen Donley extended a warm welcome to all present, and thanked everyone for attending. As Janet Robinson and Elaine Townsend had not met Sally Pern previously, Karen introduced them and they both provided a background of their work and experience to Sally.

**(2) DECLARATION OF INTEREST**

There were no declarations of interest relating to any items on the agenda.

**(3) MINUTES AND ACTION SHEET**

The minutes of the previous meeting were agreed as an accurate record.

**(4) PATIENT SURVEY**

A meeting has been held between Sally Pern, Barbara Weston and Barbara Smith to progress the actions. A further meeting is to be set up.

 **ACTION: Sally Pern, Barbara Weston, Barbara Smith**

**(5) INTRODUCTION OF POTENTIAL NEW MEMBER (YOUNG PERSON)**

Barbara Smith has suggested a young person who might be interested in attending PPG Meetings. A meeting is to be arranged with Karen to discuss their interest and to share the current agenda and modus operandi of the PPG meetings.

Sally Pern also has a person who has shown interest in joining the PPG. A meeting is also to be arranged with her. **ACTION: Sally Pern/Karen Donley/Barbara Smith**

**(6) SINGALONG UPDATE**

Arrangements are going well for the 7th Annual Singalong and 74 tickets have been sold to date. Lorna is continuing to talk to the care homes and delivery of tickets to them will commence next week. **ACTION: Lorna/Karen/Janet/Elaine**

Barbara Weston has received an email from AKS to say that a decision will be made when the school returns after the half term break regarding the attendance of pupils from the school at the ‘Dementia Friendly Afternoon Christmas Singalong’.

**(7) AOB**

**Next Flu Clinic (PPG Support) -** Sally confirmed the format of the next flu clinic to be held on Wednesday 30th October. A rota of PPG volunteers is to be arranged, one volunteer to meet patients with an appointment for a flu injection at the door who will then direct them to the check-in screen at reception, where another volunteer will give assistance if necessary. Patients will then be directed to the nurses on the first floor.

**Park4U Connection -**  A Trustee of Park4U is looking into setting up a connection with a surgery. Karen is to meet with him to investigate the possibility of joining with Park4U on a project, and also possibly inviting him along to a meeting to talk to the PPG.

 **ACTION: Karen Donley**

**Alzheimers Connection -** Sally and Karen have had a meeting with the local Alzheimers Advisor This is to be investigated and explored further with a view to the possibility of providing a room once a month.

**Art for Wellbeing Project -** Barbara Weston reported that this project raised a total of £1,666-00 for Trinity Hospice.

A discussion took place regarding the possibility of another competition in 2020

 (e.g. photographic)

**Self Care Week 18-24 November 2019 -** More information will be made available for patients

regarding this.

**(8) NEXT CORE PPG MEETING**

Monday 25th November at 10.30 hrs.