**Minutes of Bingley Medical Practice PPG - AGM**

**14th May 2018**

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| **Agenda Items** | **Minutes** | **Outcome/Action** |
| **Apologies and Welcome** | **Present:** Jill Wadsworth, Norma Bartle, Pam James, Dave Rawlinson, Margaret Tetley, Ian Hodgson, Charlotte Hamilton, Pam  Vinnicombe, Kathie Naylor, David Child, Akram Khan Cheema.  **Apologies:** Lisa Wade, Jessica Prance, Nadia Long, Ophelia Lightowler, Lynn Asquith  **No Apologies received**: Michelle Beaumont, Jean Gallagher, Emma Oates. | Jill to contact Michelle, Jean and Emma to see if they would like to continue on the PPG. |
| **Welcome given by Jill Wadsworth Chair.** | Hello and welcome my name is Jill Wadsworth and I am your Chairman of Bingley Medical Practice Patient group known as the PPG. I would like to thank the members of the PPG and patients who have joined us here tonight. I do appreciate you all coming.  She then went through the agenda and introduced Carey Dawson – Practice Manager who gave a talk about the practice. |  |
| **Guest Speaker Carey Dawson Practice Manager.** | **How does the practice operate?**  The NHS has no more money! This is being shouted loud and clear to us. Yet it is the envy of the world. However, in Bradford there are more people being born than dying so there is a rising population. This is reflected throughout England.  The money received for the practice goes on:  First and foremost the building doesn’t belong to the practice. It is a PFI building and we pay rent to a Landlord. We have 12 consulting rooms plus 2 TC and 3 nursing rooms. It is very difficult to get things put up i.e. notice boards and more recently the defibrillator that too over four months to be fitted.  There are 12 GP’s, 3 GP registrars, 3 Nurses, 2 HCA, 2 phlebotomists, 1 ANP, 1 Manager and 22 Administration staff.  GP’s work part-time (12 to 15hours per day) They average 31 appointments plus calls and prescriptions.  They work in teams for continuity of care – if a GP is away another from the team will see the patient. The CCG (Clinical Commissioning Group for Bradford City and District) Wants to cut surgery hours – more will be said about this by the PPG Chair.  **What does the PPG mean to the Practice?**   1. Critical friend 2. Constructive critics 3. Integrated into the thinking of the practice 4. Communication with the patients 5. Help implement change when needed. 6. Working with other PPG’s to raise issues regarding patient services.   Carey answered questions from the audience and the Chair thanked him for his presentation. |  |
| **Minutes of the last AGM**  **15th May 2017** | Passed |  |
| **Matters arising from the minutes** | None |  |
| **Short Presentation by Jill Wadsworth Chair.** | 1. I took over as the chair one year ago and little did I know then that I would be attending a national NHS conference and corresponding with key players of Bradford’s CCG that’s the Clinical Commissioning Group who are a statutory **NHS** body responsible for the planning and commissioning of services in this area. The BIG WIGS   BMP is a ‘good’ practice – the CQC said so in 2016 the last inspection. I’m biased and think it better than ‘good’ Everyone works hard to do their best for us patients. – We, the PPG, are a small cog in a big wheel, and work alongside the management and the Doctors representing the interests and welfare of the patients. It’s the fact that the practice **invested in us - it’s empowered us to grow in strength and status**  - so much so we have taken on the bigwigs! We are in an on going battle with Bradford District CCG over the cutting of our out of surgery hours. On Mondays this practice is open 7am - 8pm this is one hour earlier in the morning and one and a half hours in the evening. In October the CCG wants to cut this and make those extra hours appointments appointment’s available for us at Shipley health centre. It not just our practice it is effecting in this area. Shipley will serve 14 GP practices – population of 129,674 patients. We feel this is not acceptable and we, on behalf of all of us, are fighting this and asking/demanding for some of those out of surgery hours appointments are based here at Canalside. We are not stopping. It’s wrong that a working person cannot see their GP at their own surgery either before work or after work at the moment they can here and we intend to keep it that way.   1. The defibrillator is now fitted and working – this time last year it was still in a box with no hope of getting the landlords permission to fit it to the wall. It been taken out to patients 3 times. It has not been used on those occasions but should it have been needed it was the nearest. We have had a special thank you from the son of one of the patients that it was taken to. I would like to thank the local businesses that helped us buy the substantial cabinet that it is housed in. 2. When we got the defibrillator from the British Heart foundation they supplied us with a CPR training kit. I have used this to train 54 people and a further 10 people have been trained using our kit. So that’s 64 extra people out there saving lives. There are dates available to the end of the year should you feel you would like to be trained to potentially save a life. 3. We meet regularly with other PPGs in our area. There is Springfield, Wilsden, Oakglen and Baildon. We’ve all joined together to discuss issues that common to patients. Two months ago we got together to put on a play about Dementia at Bingley little Theatre. It was attending by just short of 300 people and the feedback has been excellent. 4. We have produced what I think is a very professional Newsletter. My thanks go to Ian who is the editor. We hope to get the next one out to you this summer. 5. I’ll shut up in a minute but before I do. I have a few thank you. Firstly I want to thank Ian – who unlike myself works full time. He will answer my e-mails from anywhere in the world. We have communicated from Thailand, Belgium, before now. He always gives me sound advise and corrects my apostrophe (s) 6. I also what to thank Carey our practice manager that makes time to listen to the patients perspective. And lastly but most sincerely I want to thank everyone on the PPG. Especially the other five members of the Executive Team who meet every month. We are a good team and we work hard together. The PPG is not me its all of us working together.   Thank you |  |
| **Election of PPG Members from May 2018 to May 2019** | Jill Wadsworth, Norma Bartle, Pam James, Dave Rawlinson, Margaret Tetley, Ian Hodgson, Charlotte Hamilton, , Pam  Vinnicombe, Kathie Naylor, David Child, Akram Khan Cheema, Lisa Wade, Jessica Prance, Nadia Long, Ophelia Lightowler, Lynn Asquith | Jill to contact Michelle, Jean and Emma to see if they would like to continue on the PPG. |
| **Election of the Executive Committee from May 2018 to May 2021** | Jill Wadsworth, Ian Hodgson, Norma Bartle, Kathie Naylor, Margaret Tetley, David Child. | Jill to contact Michelle Beaumont about continuing to be a member. |
| **2018 Action Plan** | Jill read through the Action plan adding Extended hour and Access. (Copy enclosed) |  |
| **Date of next AGM meeting** | **Monday May 13th 2019** |  |