

## **Green Street Clinic Patient Participation Group**

### **Minutes Thursday 19 July 2012**

#### ***PRESENT:***

*Emma Ducklin                      John Beynon                      Andrew Togut*  
*Pauline Widdison                Tove Bentham                    Graham Newby*  
*Gill Ackerman                    Daniela Penge                    David May (Chair)*

Item	Title	6 pm
1.	Apologies	Heather King, Gerry Maguire, Kathy Bond, Helen Burgess, Ron Cussons
2.	Minutes of Last Meeting 17 May 2012	Agreed
3.	Newsletter	Edition 3 had been circulated prior to the meeting, and the group were happy that it be published.
4.	Visits to other PPGs	Pauline has attended her first meeting with the Lighthouse PPG, and David visited Park Practice and Stonecross Surgery to learn more about their work. Both outlined progress so far. David will be visiting Bolton House, Andrew is to make contact with Grove Road, and Pauline will make a further visit to Lighthouse, as well as investigating the possibility of a visit to the PPG at Sovereign Practice. David will co-ordinate a report of these visits to inform our discussion at the September meeting. There is to be an Eastbourne wide group, and it was agreed that Pauline will represent us on that group.
5.	Updates	<ul style="list-style-type: none"><li>• Logo: Ron proposed a logo, which was circulated, and approved by the Group.</li><li>• Extended Hours: Details are now being finalised and the new arrangements will implemented in the near future.</li><li>• Appointments system: Amendments to the system are being made, and details will follow.</li><li>• Automated check-in system: Equipment is now on site awaiting installation. PPG members agreed to volunteer for a rota to assist the implementation of the system – session from 8.30 to 10am, for a period of 4 weeks. PPG members will let David have a note of their availability. Practice will advise when system is ready to go.</li><li>• Emma has volunteered to review the Practice notice boards with a view to rearranging them, and Pauline and David volunteered their help.</li><li>• Emma also volunteered to wash the plastic toys on a weekly basis. She will seek help from other members as necessary.</li></ul>
6.	Old Town Crier	Pauline will organise our entry in the next edition.
7.	For September meeting	Updates as appropriate but major focus on next steps/future projects (see item 4)
8.	Any other Business	Commissioning Group: Daniela outlined current developments, and it was agreed that once matters are finalised (structures etc are still being prepared for agreement by Dept of Health) the PPG will be given a briefing.
	Date of Next Meetings	After discussion it was agreed that the August meeting would be cancelled. 20 <sup>th</sup> September, 18 October, 15 November all at 6.00pm

Meeting closed 7.00pm