

Green Street Clinic

Brief note of meeting 6 April

1. Apologies: from Dr Penge
2. Action points from last meeting:
3. Feedback from Expressions of Interest to HK re Role of Chair, Deputy Chair, Executive Secretary, Minutes Secretary, Work Stream Leads, (Newsletter, Patient Surveys, New Build, Practice Systems, Representation on external bodies concerned with the development of health and social care) Friends Coordinator:

HK has received a number of expressions of interest for Work Stream Leads, especially the Building Project, and there were also expressions of interest around representation on the various external bodies. Discussion about roles and the workload/commitment. Janet expressed interest in Chair, as did Tony for a future time when his existing commitments would allow. Lesley also expressed an interest in potentially taking a more prominent role in the future, though not at the moment. Janet & David will talk about the role of Chair on 27 April.

Emma very kindly volunteered to be Secretary – and her offer very warmly accepted.

Keith, Lesley and David will take on the Newsletter – work stream to be called Patient Communication (I think). Discussion about how we talk to Patients, and Keith suggested as a start there should be a Facebook page – Heather will check with the Partners that this is OK, and whether there could be a budget for printing. Brief discussion about Sponsorship, but not considered allowable under NHS guidelines. Also, wondered if we could get Scouts to deliver. Ideas for the future. The need to develop a Comms strategy was agreed – Keith wondered if we could involve a local student looking for a project.

The need to develop a list of external groups/meeting was identified. Healthwatch and East Sussex Better Together are the two main contact points. This aspect could be opened to the wider Patient population if specific groups on aspects of care are proposed.

It was agreed that it would be a sensible idea to invite a representative of the Lighthouse PPG to talk to us about how they do it, and Heather will talk to their Manager, Amanda Sayer and invite.

4. Help in the Practice for the “go-live” date:

Heather has a list of volunteers to help at the go-live period – 26,27,28 April, and will contact them direct- and prepare handouts//guides as necessary.

5. Newsletter draft:

Meeting congratulated Keith for the preparation of the draft, and it was agreed to proceed as soon as possible.