



**Minutes of a meeting held on Tuesday, 23<sup>rd</sup> October 2018 at 7pm**

**Present: Jan Snaith (CC) (in the Chair), Dr. Zoe Rogers (ZR), Christine Croft (CC), Daphne Dru (DD), Keith Knight (KK) and Gail Wellings (GW)**

**New Members: Helen Rigby (HR), Molly Fowler (MF) & Jonathan Haydock (JH)**

**Apologies: Dr. Debra Hemsley, Dr. Rashmi Sawhney, Kim Jones, Lannie Staff and Mohammed Rafiq**

1	<b>Welcome to new members and Apologies for Absence: Apologies as above.</b>
2	<b>Agenda</b> <ul style="list-style-type: none"> <li>• <b>Confirmation of Minutes &amp; Matters Arising</b></li> <li>• <b>Update on Surgery's Progress, staffing and projects</b></li> <li>• <b>Update on CCG</b></li> <li>• <b>EMIS Systems updates</b></li> <li>• <b>PPG Networking Group</b></li> <li>• <b>Chiltern House Surgery update</b></li> <li>• <b>Building Works Update, car parking &amp; deliveries</b></li> <li>• <b>Engagement Steering Group (ESG)</b></li> <li>• <b>AOB</b></li> <li>• <b>Date of next PPG Meeting</b></li> </ul>
3	<b>The Minutes of the previous meeting were duly confirmed. GW</b> expressed grateful thanks to <b>DD</b> for her help with the last Minutes as she was very deaf at the time awaiting an appointment for her ear, which was now fine.
4	<b>Update on Surgery's Progress, staffing and projects:</b> There is an excellent new Practice Nurse named Ola Ilori and a Prescribing Nurse called Jane Wrigley. Sadly we had parted company with Kam, the Pharmacist, but the CCG is offering pharmaceutical support. We have a much better telephone system with the potential to allow a number of things within the system. We need the right IT for EMIS so it is important to get this. Wycombe is providing the 8am to 8pm service 7 days a week being co-ordinated by the CCG, so we are working on a Tuesday & Wednesday evening and Saturday morning. Surgeries are working together to provide this cover, and having access across the surgeries to patient information. Whoever is on duty would deal with it but some people might be happier to wait for their own practice. This way, however, appointments are available 7 days a week. Surgeries are working more hours to satisfy this need and will be paid more for the cover.

<b>5</b>	<b>Update on CCG:</b> There was to be a meeting in a couple of weeks' time.
<b>6</b>	<b>EMIS Update:</b> The EMIS system has been updated, but it does not look any different to the staff.
<b>7</b>	<b>PPG Networking Group:</b> At issue was the fact that if meetings were held in Wycombe, which is very well represented, nobody comes from Aylesbury. Meetings will now be held half way between them. There had been a novel approach inviting people just to come along and listen (the result had been 200 people) with everybody welcome. The invitation would be 'The next PPG will be talking about '.....'. The CCG group would oversee and come and see how they could help. The only down-side is that it could become unwieldy.
<b>8</b>	<b>Chiltern House Surgery update:</b> Our surgery is not canvassing for new patients nor are we turning anyone away. Chiltern House is seeing if anyone wants to take over running it. Holmer Green (part of Chiltern House) have been having problems and the CCG is now consulting the patients. Our Practice currently has 9,906 patients and we have some from the new Hughenden Garden Village.
<b>9</b>	<b>Building Works Update, Car Parking &amp; Deliveries:</b> Aldi is now open and the car park opposite is now open. It is hoped that at some time one could just walk next door to Aldi but at present that is blocked off.
<b>10</b>	<b>LS</b> has been attending <b>ESG</b> (Engineering Steering Group) meetings with <b>DD</b> . Every month they seem to discuss a different topic, but there seems to be no follow-through on any of them. It exists to ensure it is good for patients and there are new IT systems in surgeries, but it is not quite as representative as it could be.
<b>11</b>	<b>Any Other Business:</b> <b>DD</b> gave the sad news that she was moving to Bourne End for her father and would have to leave the group and the surgery. She wanted to say a very strong thanks to <b>CC</b> for getting her through all the problems relating to her diagnosis with Type 1 diabetes. All agreed she had been a wonderful member of the group and would be much missed. Everyone wished her well. <b>JH</b> enquired about the role of the PPG and was told it represented the patients. The NHS had sent out a detailed questionnaire some time ago. They had wanted every surgery to have a PPG.
<b>12</b>	<b>Date of next PPG meeting: Tuesday 29<sup>th</sup> January 2019 at 1900</b>
	<b>JS</b> thanked everyone for their time