

Woosehill Patient Participation Group

Minutes of the Meeting on 10th November 2022

Present: Robin Swan, Peter Fairman, Jane Bingham, Keith Cattran, Peggy Priest, Michael Taylor, Sallyanne Steatham, Rowena Beech (had to leave early), & Marjorie McDonald

Apologies: Neil Hodgson

1. The minutes of the last meeting were approved. NH, as usual, will update the minutes of that meeting on the PPG Board **(NH)**
2. The questionnaire was discussed - the practice has asked that we analyze the results but we do need to ask Sunny about what they would like as layout. RS to organize this as a statistician. He will liaise with the practice MM to help with this analysis. JB said that there were some problems with how the questions were asked as many took it to be about the day of the Flu Clinics & felt they couldn't answer before having the vaccination. This was in spite of everyone saying that it was not for the day but previous consultations. **(RS, MM KC)**
A question was raised re the discussion NH was going to have with the council. There is to be another meeting & NH will report at the meeting in the New Year. **(NH)**
3. MM distributed the nominations so far, then the question was asked as to whether there were any other nominations. There being none & the nominations were accepted. KC stated that after approximately 20 years in the post it was time for a change & felt that the PPG would be in good hands with RS as Chair, PF as Vice & no change with the secretary (MM). Before handing over from KC to RS, MT said that we should offer a vote of thanks for all the work put in by KC, this was unanimously accepted. RS again congratulated RB on her promotion. Again, this was agreed.
4. SS introduced herself - she is working in the practice & also a patient so knows the practice and the patients very well. Everyone introduced themselves to her so that she knew who we were.
5. RS outlined the discussed the 'new' Terms of Reference and asked for comments KC was relieved to see a limited term for the Chair & Vice Chair. MM made the point that nowhere did it say when the elections would take place. This to be point 4 of section B. It will say that the elections will take place in November or the nearest meeting after this. MM also asked that the first point in section E should state that an officer would be part of the quorum. KC pointed out that he would expect either the Chair or Vice and the secretary would be part of any smaller meetings. RS stating that 4 members could have a meeting and report back to the committee, so it will be left out. There was some discussion about the number for a quorum, but it was decided to leave this at present & to revisit the Terms of Reference at another meeting next year.
With no dissenters these were accepted

6. JJ is now down to 3 days a week doing what she enjoys most the finance side of things. RB is not only doing her new job of Practice Manager but will continue to do the Reception Manager as well (not being replaced). She said she has a lot to learn so will use JJ for advice for some time. She will stay in her old office as that is in Reception & JJ's old office will become another treatment room. One receptionist has just resigned as she wants to go back to her old job in schools. A Nurse Practitioner has been appointed (started 1st November) and is shadowing the doctors at present. She will be full time - Monday to Friday 8 till 6 doing minor illness and will also be able to help with Cancer Care reviews.

7. AOB topics will be asked for at the beginning of the meeting so that we know what will be discussed later. This is not Matters Arising but other issues.
This next section is the main points of what was discussed (very bitty discussion)
WBC do not decide our funding (or at least that is what we understand).
RS said that it was time that we, as members of the PPG, should get involved and 'lobby' the council. We have between 12 000 & 15 000 patients & 7 doctors + floating locums. At one time the 'rules' stated that there should be 2 500 patients per doctor. It was suggested that we find out what the ratio is in other practices. Burma Hills had over 4 500 patients & 1 doctor & 1 nurse. It seems that there are less doctors per patient here (the south) than in the north. Wokingham is one of the worst! Wokingham grew by over 16% between 2011 & 2021 but no new medical practices. Wokingham is very poorly funded altogether (the lowest funded in the country)
Discussion re what would happen if we refused to take any more patients - we would lose all funding!
In summary we need as a group to make representations to the Council to try to sort it out. **(everyone together?)**
RS wants to increase the membership to involve younger people & young mothers, to make us more representative. Also, it would be good to know the ethnic breakdown of patients in order that we could gain members of those groups too. We could also put an invite on the screen.
Another point was that of trying to get appointments & what could be done. There are appointments on line if one is quick enough.
MM wanted to thank RB for her help in finding a tray for PPG members to be able to contact one another - put the envelope (with a name on it in the tray at reception) then ring the recipient to pick it up.
RS wanted to thank KC for his work over the last 20+ years. He, RS, will probably be ringing him for help for some time.

8. Date of the next meeting - February 9th at 1pm

cc: KC, RS, JB, MT, PP, PF, NH, SS, ST, RA, JJ, CA, RB, KL & MM

