



Minutes of the Friends of the Crawley Down Health Centre (PPG)

Annual Meeting

Tuesday 30th June 2015

Present: Peter Dodds – Chair, Caroline Custard – Secretary, Dr D. Jefferies, Florrie Grimwood, Molly Tavani

Agenda Ref:	Minutes	ACTION
1.	<p>Welcome and Apologies: Apologies were received from Glynn, Debra, Liz and Anne. Peter welcomed Viv Downes and Dave and Peggy Close to the annual Meeting. As there wasn't a quorum, Peter invited the visitors to join the committee and Dave and Peggy agreed. Proposed by Florrie, seconded by Peter, and unanimously agreed.</p>	
2	<p>Annual Meeting: Peter read the Co-Chairmen's Report and submitted the Accounts. (See attached). In addition to the £37 profit shown, £540 should be added from the Waitrose collection. These were proposed by Caroline, seconded by Molly and unanimously accepted.</p>	
3	<p>Minutes of Meeting held on 21st April 2015: Proposed by Florrie, seconded by Molly.</p>	
4	<p>Matters Arising:</p> <ul style="list-style-type: none"> • Footpath – Caroline to e mail WSCC and ask them to inspect the path in the autumn/winter. Florrie said she would mention it to Philip Coote. Dave and Peggy to advise a contact they had at WSCC on a problem. • Car Park light not working, Debra to update at next meeting. 	<p>CC</p> <p>DS</p>
5	<p>Election of Committee and Officers: Glynn and Peter are willing to continue as Co-Chairs. Peter will stand down next year but would like to stay on the committee. Caroline will continue as Secretary for one more year. Molly, Florrie and Anne will continue.</p>	
6	<p>New Computer System: Dr Jefferies reported that one week in, it had gone better than expected, there had been teething problems and some days were better than others. There are more systems available and it is used throughout the country. The new telephone system was</p>	

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	making a big difference. There were now four outside lines and the doctors and nurses in triage could call patients back quicker.	
7	<p>Purchase of Blood Pressure Machine: Surgery has had to purchase one and would like to have one more. Peter to contact West Sussex Initiative Fund. Molly to contact Philip Coote re a possible source of funding.</p>	PD/MT
8	<p>Suggestion Box Matters:</p> <ul style="list-style-type: none"> • It was suggested that people might be offended being asked whether they were Male or Female on the Touch Screen. It is used as a tool to identify the patient. Peter to reply. • Request for a proper TV; more books and toys; different colour chairs. Molly to reply. • TV adverts – Dr Jefferies will mention to Debra, try and make it more local. 	PD MT DJ
9	<p>PPG Table in surgery to attract new members: Molly and Caroline have offered to organise a table in the waiting room. Its purpose is to inform patients about the PPG and hopefully recruit new members. It will be manned possibly one morning per week initially. Dr Jefferies said the surgery was in favour in principle. Peggy said she could help to man it.</p>	MT/CC/PC
10	<p>Speaker from CCG Locality Group: Peter has lined up Dr Simon Dean, Co-Chair of the CCG Locality Group. His talk would be based around the main function of PPGs, CPRGs and CCGs of educating patients to play a bigger part in their health and wellbeing. It was decided to hold this in the autumn. Dr Jefferies said a room upstairs could be made available if the committee made a formal request to the surgery.</p> <p>The CCG owns the building and is supposed to be reviewing usage of upstairs rooms. The lift was an obstacle but no decision has yet been made.</p>	PD
11	<p>Funding Update: The surgery has bought a new touch screen to be used in line with the new computer system. The PPG can't always raise funds in time for urgent equipment.</p>	
12	<p>The Fayre: Caroline to book a plot. Peggy and Dave advised various schemes they use at the Monday Club and will lend the PPG props once they have decided.</p>	CC

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13	<p>Newsletter Update: Next issue in September's newsletter. Peter to have any suggestions asap.</p>	PD
14	<p>Facebook Page: To be discussed at next meeting when Glynn is present.</p>	
15	<p>AOB:</p> <ul style="list-style-type: none"> • Molly reported there was still interest in a bench outside the surgery, somewhere to sit waiting for the surgery to open. Peggy suggested a couple of chairs in the lobby. Dr Jefferies to discuss this with Debra. • Peter advised the last Locality meeting discussed GPSAs, GPs who specialised in specific areas, eg mental health, muscular-skeletal. GPs would treat patients at surgery, rather than sending them onto specialists at hospitals. Dr Jefferies said this was another example of time-constraints getting in the way. • Caroline advised Peter had received an award from the CCG for Working Together and she and Peter had attended the ceremony. Peter was congratulated by the committee for a well deserved recognition of his hard work. 	DS
16	<p>Dates of Forthcoming Meetings: The next meetings will be held on Tuesday 11th August; Tuesday 6th October; Tuesday 1st December.</p>	

CRC /9th July 2015