



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

Tuesday 29 Nov 2016

Present:

Peter Dodds- Co-chair, Glynn Roche – Co chair, Kalpna Raval – Secretary, Peggy Close – Treasurer,
Dave Close, Caroline Custard, Molly Tavani, Debra Suraille, Florrie Grimwood, Philip Coote,

Judith Dayus, Najma Osman, Nora & Godfrey Frost, Roy Williams.

Agenda Ref:	Minutes	ACTION
1.	<p>Welcome and Apologies: Apologies from Dr Jefferies. Anne Cull – resigned from the committee. Peter welcomed Roy Williams.</p>	
2	<p>Minutes of Meeting 4th October 2016: Proposed by Molly and seconded by David. Item 4, Blood tests, Do they need be fasting discussed, and agreed that information relating to this should be included in the Next newsletter.</p>	
3	<p>Treasurers Report: Peggy reported : Bank Balance:£200.11 Cash : £17 Molly forwarded donations received: £30.</p>	
4	<p>Cost of Printing Newsletter</p> <p>Peter highlighted costs of printing Newsletter in house. Normal Print Run is 3000, pages printed on both sides. Considering costs of ink and other consumable parts of the printer, it, at the moment, is still cost effective to print “in house”. Peter has Quotes to outsource £215/3000 newsletters. It was noted that there is a lot of time input in actually printing and folding and delivering the Newsletter, ready to distribute - a factor that is in addition to the costs above.</p>	
5	<p>Replacement Rep for CPRG (PD has resigned)</p> <p>PD mentioned again the vacancy and the value of this role, allows</p>	

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	<p>PPG groups to share Best Practices / ideas , e.g. PD has sent Dr Jefferies article to the CPRG, where it was very well received. Anyone interested in this role to contact PD.</p>	
6	<p>Table in Surgery Carolyn said that feedback from patients generally is positive. However, these two comments she wanted to share:</p> <ul style="list-style-type: none"> a) On the electronic message board in the waiting area, the words are in red on a black board, which can be difficult for vision-impaired persons. b) Lady who looks after an Elderly patient feels that this patient “falls through” the care and support. Debra mentioned the new Care Co-ordinator, who will be able to help. Peggy and Molly suggested that the Care Coordinator linking up with Monday Club and Turners Hill Circle Club, to increase the awareness of this new role. 	DB
7	<p>AOB <u>Old Mobile Phones Collection Barrel</u> Peggy discussed this funding raising idea, as old phones often have a good value, which would be useful for our committee funds. Molly mentioned to be careful which website is used to sell these phones on. BBC programme, Watchdog had featured this topic.</p> <p><u>Newsletter Distribution</u> Judith mentioned that the Domewood Residents email distribution included the Newsletter this time. Going forward this should continue.</p> <p>Glynn commented that reception conversation is often audible to those in the waiting area. Roy suggested office partitions.</p> <p>Philip Coote raised prescription dispensaries / home deliveries. Peter said that law restricts dispensing.</p> <p>Finally _ all good wishes to Dr Jeffries for upcoming surgery, and a speedy recovery...from all.</p>	
8	<p>Dates of Forthcoming Meetings: Tuesday 7th Feb 2017 and Tuesday 4th April 2017.</p>	