

## MINUTES OF THE PPL COMMITTEE MEETING

HELD ON TUESDAY 14<sup>TH</sup> MAY 2013

IN THE COFERENCE ROOM PULBOROUGH MEDICAL CENTRE AT 6 PM.

### PRESENT:

Gwen Parr in the Chair.  
Mavis Cooper – Secretary  
Warwick Dean Taylor – Treasurer  
Alan Bolt – PMG  
Hilary Willoughby  
David McGill  
Dr. Ray Ghazanfar  
David Solding.

Gwen Parr welcomed Dr. Ray Ghazanfar who introduced himself as the new partner.

Apologies received from Stuart Henderson, Brian Donnelly, Pat Newcombe, Lesley Ellis, Dr. Tim Fooks and Ian Moulard.

3. Minutes of the last meeting held on the 12 March 2013 had been circulated to all members of the committee and were signed as a true record of that meeting.

### 4. Matters Arising:

It was felt that the speaker at the last Health Event on Chocolate was excellent.

**Health Event Monday 1 July:** Unfortunately Dr. Andrew Morris is unable to come. Dr. Mitchell would be able to do this but as he is only returning from Switzerland that day he might be delayed. Thus Dr. Emmerson has been invited and when we have heard from him we shall be able to make final arrangements.

**Encircle Meeting:** GP wondered if there were any Minutes on this meeting and would approach Stuart to provide some minutes. AB felt that clinical staff had found the meeting most helpful both to hear information about PPL and also about the services provided by Community Care. **Action: minutes to come from SH/AB if not already circulated.**

**Health Watch:** AB agreed to put contact details etc. in the next Newsletter.

**Physiotherapy:** SH to report and confirm any further details.

**District Nurses:** GP was concerned to learn that the Community Nurses' area has been extended up to Loxwood but no extra expenses were to be paid for petrol use and the nurses had found they also needed more time to cover this territory and provide proper care to patients. They are not being paid for this. AB said that as they are employed by Sussex Community Trust (SCT) we need to contact them to enquire about the situation and he felt this should be urgently followed up. **Action Gwen** to write to SCT.

**Meeting at School 18 September 2013.** SH was concerned that this meeting had been rescheduled for the evening rather than the afternoon and AB will check with Alyson Heath to see what she feels would be the best time. **Subsequently the meeting has been changed to 2 – 3.15pm.**

**DMcG** suggested that a member of the teaching staff from the school should join the PPL committee.

**DS** said that Macmillan Nurses are paid by the NHS which **AB** agreed to check.

5. **PMG Report:**

AB reported that after 8 years Ann Summersgill had left the practice at the end of April. Family commitments meant that the journey from Guildford is too long. She will be sadly missed at Pulborough. Dr. Ray will be taking over her list of patients. Also Jonathan Sergent will be leaving on the 5<sup>th</sup> August to concentrate on his business Brighton & Hove Integrated Care.

The new GP Partner is Dr. Ray Ghanzanfar, who will be working full time. He gave a resume of his experience and interest in minor surgery, as a trainer for GPs and he is interested in enhancing care for patients with dementia. Dr Ray will attend PPL meetings.

Due to the loss of Ann Summersgill the practice is short of female doctors as Amelia Bulgar and Carol Campbell both work part-time. Dr. Katie Armstrong will help by providing women's health services one day a week starting on 24<sup>th</sup> May. Nurse Carol Morgan will not be returning from maternity leave and will be replaced. There are 2 new receptionists.

The new **Audiology Clinic** is now established as is the new **Dermatology Clinic**.

GP enquired if patients with hearing impairment who have already been supplied with hearing aids under the NHS now had to be referred by a GP to the new Audiology Clinic before having hearing aid adjustments. This will be necessary for their first appointment with the new providers, in order to ensure that everyone has had an adequate examination and diagnosis. AB said that once referred, patients should receive an appointment within 2 weeks and another 2 weeks later for fitting and adjusting of hearing aids as required.

6. **Finance Report:**

WDT provided a Cash Account which showed a balance to date of £1225.92. The cost of the Chocolate event had been covered. There was £275 outstanding advertising monies to be received.

7. **Membership Report:**

PN had provided a report which showed 68 renewals of subscriptions. AB reported a total of 615 Associate members.

8. **Newsletter:**

LE was away on holiday but had indicated that she was a little short of news for the next Newsletter. GP suggested an article on the Stephen Pollock Seminar on Wednesday 29<sup>th</sup> May. AB advised that he had various items in mind including "Choose & Book", the Complaints Procedure, also Health Watch. There should also be a further 2 articles; one from a lead nurse on blood test procedures and one from David Pullen on the diagnoses depending on blood tests. DMcG said that he had promised LE an article on the changes in diabetes treatment over 40 years. DS suggested that it would be very helpful if we had an Assistant Editor who could deputise when Lesley is away.

9. **Health Events.**

**The New NHS – Wednesday 29 May:** MC reported that she had been asked for only 11 tickets, which was extremely disappointing. It was hoped that as many of the committee as possible would attend. GP had telephoned and written to a number of people

and would chase them up. MC distributed posters and it was hoped that these would bring in more interest.

Tickets will be sent to all applicants and it was discussed how to get people up to the Conference Room. AB felt the best idea would be to send a letter with the tickets requesting that everybody **check in at first floor reception at 5.45** and then one of the receptionists would escort them up to the Conference Room in the lift. The problem arose that by the end of the meeting the lift would be switched off and the only way out would be by the stairs. MC to indicate that if anybody had mobility problems with stairs then to let her know and she would advise AB accordingly.

**Monday 1<sup>st</sup> July – Pulborough Village Hall.** As discussed under Matters Arising Dr. Andrew Morris is unable to make this date and the alternative dates he suggested were not available at the Village Hall. AB will try and sort out another speaker and perhaps Tim Fooks will be able to suggest someone.

**Monday 28<sup>th</sup> October – PVH provisionally booked.** It was felt that “Breathing” would be a good subject.

**Wednesday 18 September – Meeting at School.** As noted above **the time of the meeting has been changed to the afternoon from 2 to 3.15.** AB has already circulated an Agenda for the meeting.

**Future Events for 2014.** DMcG suggested a meeting on “Hay Fever” and allergies (possibly in the Spring). AB advised that he will be attending a meeting on Allergies and will see how the Speaker performs.

10. **Any Other Business:**

**Harvest Fair – 28 September:** DMcG felt that it would be a good place to increase the Number of people who are Associate Members. There were concerns raised about how to attract people and it had been suggest giving out wrist bands. Other suggestions were guessing the weight of say a vegetable or having a tree and asking for concerns to be attached to it. It was felt that a gazebo/awning would be necessary in case of bad weather and GP suggested DMcG approach Ann Kaiser about the Farmers Market outside stalls.

AB is concerned that SH is not currently available on the internet and GP will speak to him about this.

The problems at Millstream Surgery in Storrington continue and it is understood that the Glebe Surgery in Storrington have closed their list. PMG have received a few new patients. The Millstream situation is being monitored closely.

**Physiotherapy:** HW explained that the problem she had heard about was due mainly to the physiotherapist not having access to the patient's notes. It was felt that SH should pursue his discussions with Dr. Susan Stone on this.

**Review of Practice Booklet**

Some volunteers have been found to help with this and it is hoped that 2 members of PPL will also help. **Action SH**

**Providers of Audiology and Dermatology**

Detailed of the providers of these new services will be provided. **Action AB**

**Healthwatch**

An article in the Newsletter about Healthwatch will aim to provide details of Board members, their job and how to contact them. **Action AB**

**DATE OF NEXT MEETING: TUESDAY 9 JULY AT 6 O’CLOCK.**

There being no further business the meeting closed at 7.40 pm.