

ADDINGHAM MEDICAL CENTRE  
151A MAIN STREET  
ADDINGHAM LS29 0LZ  
PATIENTS PARTICIPATION GROUP

**The Minutes of the Annual meeting held on Monday January 12<sup>th</sup> 2015 at 7 pm.**

Tempory Chairperson Ann Bacon presided over the first part of the meeting.

**Present:** Chris Acomb, Carole Armitage, Ann Bacon, Alan Davies, Barbara Haigh  
(Minute/ Secretary/Treasurer, Lizzie Lister (Practice Manager)  
Margaret Norris, Emma Roberts, Shirley Twigg, Vicky Wells, Dr Adil Suleman.

**Apologies:** – Anneli Littlejohn, (Email Secretary)

Diana Wontner-Smith has resigned from the PPG. Ann on behalf of the members, wished to thank her for all her work, especially on the Drug Related Event.

We have a new member Carole Armitage - a warm welcome was extended to her.

**Election of Officers.**

Ann asked for any nominations for Chairperson, – only one was received. Ann proposed Margaret as Chairperson, Margaret stated she was willing to take on the role, but would not be attending any Network meetings. This was agreed by the members and Margaret was duly elected as Chairperson. Ann and Chris (time permitting) stated they would attend the next Network Meeting.

Barbara was re-elected as Minute Secretary and Treasurer and Anneli as Email Secretary.

**Minutes of the last meeting.**

The Minutes of our last meeting 15<sup>th</sup> September 2014 were agreed as a true record.

**Matters arising**

- PPG Action Plan 2014-15. Lizzie reported that the results of the virtual PPG, were disappointing with only one person expressing an interest despite advertising in the surgery and PPG sign up forms being put in all new patient packs.
- Men's Health Awareness display in reception (for a month) was also disappointing, with only a few leaflets taken.
- All other matters were discussed as itemed on the Agenda.

**Treasurers Report**

- Barbara successfully applied for a grant from Addingham Beer Festival on behalf of the PPG and was awarded £200. The Bank balance now stands at £727.78.
- A new bank mandate form was required for another signatory and as Margaret was already a signatory, one other person was needed (two out of three to sign) and it was agreed that Lizzie would be the other signatory.
- The invoice for Rejuvenate Productions for £27 had been paid by the Surgery. This is to be reimbursed by the PPG.
- Historically the financial statement had been produced every February. Following Barbara's suggestion it was agreed to alter this to January, in line with the Annual meeting. This year a copy to go out with these Minutes, next year onwards the statement will go out to members with the Agenda for our AGM.

**Airedale Report (Alan Davies)**

- Despite a good and positive performance for the last six months although the reputation of the hospital has suffered over the last few weeks because of the A&E difficulties being experienced nationally. The actual waiting time for the last week in December was 85.3% versus the target of 95%. Interesting however, although visitors to

A&E increased during the period, admissions decreased which resulted in a debate amongst the members.

- There are difficulties in the NHS, including Airedale, of being able to recruit clinical staff across all faculties. This is leading to the greater employment of supply/agency staff - far from ideal- but necessary - and much more expensive.

#### **Positive developments/activities during the period and for 2015:**

- The new A&E was opened in December and very well received by patients and relatives. However despite the vast improvement it is being overpowered by the sheer numbers at certain times.
- Incidences of MRSA and C-diff are well under control and comfortably beneath very stringent targets. However the very nature of how easily that can change causes fingers to remain crossed,
- Increased car parking will soon be seen, which will include larger and closer disabled parking and the introduction of barrier system.
- The Telemedicine Hub continues to expand and following visits by Jeremy Hunt and others, Airedale has been adopted as a beacon site for other Trusts to follow. This will ultimately result in additional financial benefits. Airedale has already seen substantial reductions in A&E visitors from care homes.
- Wi-Fi will be available across the site by March/April 2015.

#### **Network Meetings**

As Chris was unable to attend the last Network Meeting held during the day on 8<sup>th</sup> January 2015 he sent a letter expressing his concerns that meetings cannot be attended during working hours. No response has been received to date. Once again the question arose as to whether our group continues to be part of the Network. This item will be brought forward to the next Addingham PPG meeting on 13<sup>th</sup> April when a decision will hopefully be reached. Lizzie is awaiting confirmation of the date of the next Network meeting. As previously stated in these Minutes Ann and Chris will attend.

#### **Future Events**

- The topic would be Arthritis, as the display that was held in reception October/November 2013 was very successful.
- Dr Suleman to arrange a speaker who has a specialist interest in this area, a physiotherapist, also possibly a patient.
- Vicky, Ann and Margaret will arrange the event.
- Following the meeting it was confirmed that the date of this event has now been arranged for Tuesday 12<sup>th</sup> May 2015 in the Memorial Hall.

#### **Displays in Reception.**

- It was decided the event does not have to coincide with any Health Awareness Week
- 'Healthy Weight and Healthy Living' was agreed for display in the surgery during April 2015, starting from April 6<sup>th</sup> (as the first part of the month Lizzie is busy and also it will be Easter.)
- Ann, Margaret and Lizzie to set up.
- Emma to arrange for leaflets on all aspects - any cost incurred will be reimbursed.

#### **Any other business.**

None.

**DATE OF THE NEXT MEETING.**      **MONDAY 13<sup>th</sup> APRIL @7pm.**