

**ADDINGHAM MEDICAL CENTRE.
151A, MAIN STREET,
ADDINGHAM
LS29 0LZ.**

PATIENTS PARTICIPATION GROUP.

The Minutes of the meeting held on Monday 10th October 2016

Present; -Chris Acomb, Ann Bacon, James Bloomer, Alan Davies, Barbara Haigh (Minute Secretary/Treasurer), Lizzie Lister (Practice Manager) Margaret Norris (Chairperson).

Apologies; -Carole Armitage, Emma Roberts, Shirley Twigg, Vicki Wells, Dr Adil Suleman, Melanie Taylor (new member).

Minutes of the last meeting.

It was agreed, by all members that the Minutes of the meeting held on Monday 11th July 2016 were a true record.

Matters arising.

- To be recorded that Chris did arrive for the meeting, but unfortunately was unable to gain access into the building.
- Banner, the expense incurred was rising, so it was agreed to pay for the work which had been completed to date. Another firm called Banner-Man (from Bradford) have made the banner, this is now in reception – all members agreed it looks good.
- Health and fitness leaflet –Vicki reported that unfortunately, due to unforeseen circumstances this still needs more work. The meeting agreed Vicki had done an excellent job so far, it is not an easy assignment to undertake. Shirley is still covering Silsden and Carole volunteered at our last meeting to help with the overall project.
- Whilst working on the above, Vicki had been approached by someone who asked if their own leaflet and design could be included. It was agreed we do not have a policy for this. Lizzie stated if the leaflet/poster was small, the subject was on fitness and a benefit to patients, it could be placed in the window.
- Display in reception very disappointing even though the subject was just right for the time of year. The display looked good and did raise the profile of the issue. Unfortunately, generally people's attitude is it will never happen to them.

Dr Suleman the Surgery.

Ilkley Moor Medical Practice will not be taking over, and Dr Suleman will continue and recruit another GP. Dr Alison Baker is to change her hours to all day Wednesday and Thursday also Friday mornings. Lizzie as Practice Manager is to leave at the end of October her replacement has now been appointed.

Network.

The next meeting will be on Thursday 13th October 2016. Instead of a guest speaker, there will be an open meeting. PPG members are asked to give an overview of what they are presently undertaking in their respective practices and any work they are currently involved in. Chris is able to attend.

Treasurers report.

Barbara stated nothing is outstanding, the bank balance stands at £208.33. Cost for the work done on the banner up to the end of July £324.00, and for the purchase of the new one (via Dr Suleman) was £94.20. The NAPP yearly subscription for £40 has also been paid, the other expense will be the renewal for the web-site about £36 due in December. Also (if the Beer Festival invite applications for grants -as last year) in late November Barbara stated she will apply.

Another signatory is needed (in place of Lizzie) all members agreed for James to fill this role.

Display reception notice board or screen.

Margaret suggested making people aware of the symptoms of a possible heart attack, with maybe something on the notice board, or screen (using if possible a DVD). It is a known fact, many people refuse to consider they have the symptoms, some think it could never happen to them, others think it a medical condition that only affects older people. Alan stated, through the Heart Start courses he has tried to get the facts across but often the attitude is once again 'it won't happen to me'.

It was decided Margaret, Chris and Alan to discuss further.

DATE OF THE NEXT MEETING

Monday 23rd January 2017 @7pm.

Martin Carr Public Governor for the Craven Area AGH Foundation Trust.

Martin introduced himself (he holds the position Alan held for some years). Martin has suggested he would like to hold a drop-in session half a day a month. (This is also something he wants to start with the Steeton and Silsden Practice) To allow any patients, who have any grievances about AGH can discuss this with Martin. The posters to advertise this facility Martin would arrange and distribute around the village.

Lizzie stated there was no objection in these drop-in sessions, but to start with just one to see how it goes, also Lizzie will discuss with Dr Suleman the possibility of Martin using the Health Education room. Martin then thanked members for their time.