

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

**PATIENTS PARTICIPATION GROUP.  
The Minutes of the meeting held on 16<sup>th</sup> April 2018.**

Present: - Eve Atkins, Chris Acomb, Ann Bacon, James Bloomer, Alan Davies, Barbara Haigh (Secretary/Treasurer), Lizzie Lister (Practice Manager), Margaret Norris (Chairperson), Emma Roberts, Melanie Taylor, Vicki Wells.  
Dr Adil Suleman, Dr Andrew Bearpark.

Apologies: -Carole Armitage, Kristina Koran, Shirley Twigg.

- A warm welcome was given to Eve and to Lizzie (Since our last meeting Elizabeth Polignone has left the Practice and Lizzie Lister has returned as Practice Manager).

Minutes of the last meeting.

The Minutes of the last meeting – the A.G.M. held on Monday 22<sup>nd</sup> January 2018 were agreed as a true record.

Matters arising.

Subjects are listed below as separate items.

Network.

No recent meetings have been arranged, however Margaret stated all Groups have been asked to provide information about themselves, to include up to date contact details. Numbers attending the meetings have fallen over a period. The Network organisers have questioned, if the format of the meetings should change to become interesting to all Groups.

Once again the subject was raised 'do we as a Group gain anything by continuing to attend the Network meetings'. Chris and Ann stated they would attend the next meeting, (when arranged and if dates were convenient). All agreed, that the Network situation be reviewed again later.

Treasurers report.

Barbara stated the Bank balance has remained the same at £209.03. Addingham Beer Festival grant application was unsuccessful, although we have been told we can apply again next time. Our outgoings for this year are approximately Memorial Hall (for the event) £49.00 and affiliation renewal for N.A.P.P. approximately £40.00.

HSBC is to alter the name of our account from Community Account to a Commercial Customer account. They are restructuring, our account will alter in name only, HSBC states it is to protect customers if banks went through another crisis.

Display in reception.

A member of the Virtual Group had inquired if more information on M.E. could be made available. Although this will not be a topic for the display, it was agreed the surgery would have more leaflets available. (Barbara to reply to the member). This is the first time any Virtual Group member had raised a question.

- It was decided May – Asthma. (Lizzie to arrange).
- June – Healthy Eating, this will follow our next event, Alan has some leaflets.

May event Exercise and Diet for Healthy Living.

- Tuesday May 22<sup>nd</sup>, 2018
- Speakers Mrs. L Bloomer – specialist dietician (Diabetes)
- Dr Dane Vishnubala – (a GP from York)
- 6.30pm refreshments for 7pm presentation
- Refreshments Ann, Shirley and Vicki.
- Entrance with sign in sheets, Eve, Melanie and Lizzie.
- Alan to arrange for the Ilkley Gazette notice, also the leaflets possibly for the seating in the hall.
- Carole – Civic Society Newsletter.
- Information about the event to be on Ilkley Chat and Addingham Quack - Lizzie.
- Heartstart Banner and A.P.P.G Banner to be in Memorial Hall.
- Badges needed for some members – Lizzie to arrange.

Publicity -notice boards, shops, chemist and Parish Council notice boards and Bracken Ghyll Golf Club. Margaret thanked Carole for her work on the posters.

Dr Suleman to introduce the speakers, screen available. Microphone system – David Rishworth. Half an hour talk approximately by each speaker, to allow for any questions, finish about 8.30pm -9pm.

James to ask Lesley, if she needs more information to contact Margaret.

Draft Constitution.

Members had received the draft before the meeting. It was agreed the third section, to replace ‘The Group’ members with ‘Face to Face members. The last section does not include Face to Face and Virtual members. It was agreed that Lizzie draft the wording for this item.

Reception information screen.

This has been discussed on numerous occasions. However, Dr Suleman stated the reception area is very rarely full, only at times of Flu jabs, the only other way would be to have the seating in rows. All agreed that the area stay as it is.

To consider later this year an article in the Village Newsletter.

Members agreed this could be beneficial – item to be on the agenda for October.

Any other business.

- New up to date Patient Pack required, and Addingham Medical Centre NHS Choices also needs up dating.
- It was decided, when contacting a prospective Face to Face or Virtual Group member, where there is no response to phone/email message, then we assume the person does not wish to join.
- Lizzie had received information about the new General Data Protection Regulation (G.D.P.R.) In May this will replace the Data Protection Act. Agreed this item to be on the agenda, for the next meeting. Emma stated if needed, she could obtain more information through work.
- Another Patients Survey is due, Lizzie and Margaret to discuss and present a draft, for the next meeting.

**DATE OF NEXT MEETING.**

**MONDAY 16<sup>th</sup> JULY 2018 @ 7pm.** (apologies received from Eve and Emma).