

Pilning Surgery Support Group Meeting

Held at :
The Surgery,
Northwick Road
Pilning
Bristol
BS35 4JE

Chair: Michael Matthews

Meeting: 16th July 2010 **TIME:** 12.00

Present

Mike Matthews	Sue Broad
Sue Rogers	Jackie Sanders
Janet Green	Robert Griffin

Apologies for Absence:

June Reynolds	Sally Garbett
Graham Crane	Michael Woodhouse

Minutes

1) Apologies

As above

2) Minutes of the last two meetings

Approved as an accurate record of the meetings held on 28th May and 18th June

3) Matters arising

- a) 200 copies of June Newsletter distributed. SB is currently gathering patient e-mail addresses with a view to future electronic distribution
- b) No response yet to SB's request for feedback from other local patient support groups
- c) Directions issued for Greenway Community Practice are confusing, MM will investigate
- d) SB has reminded the reception team that NHS name badges should be visible
- e) PSSG Document of Intent has been distributed to all members electronically, and hard copy to SR

Action: MM

4) Survey

Dr Paterson is looking at previous surveys. Robert Griffin suggested a provocative questioning approach to encourage response. He volunteered to draft a survey; additional volunteer PSSG members may contact RG direct with suggestions.

Action: RG, PSSG members

5) Noticeboard

JS will liaise with Brenda Marshall to discuss changes to the Surgery Noticeboard including a 'What's New' section, and a proposal to ask for PSSG donations for displaying local notices.

Action: JS

6) Proposed Talk by Dr Carole Dacombe 'Living with Cancer'

MM contacted Dr Dacombe and her preferred dates are 14th/15th September or the following week. The group propose Wednesday 15th September, 7.30 p.m. at Pilning Village hall (subject to availability). The session will take the form of a presentation with slides, followed by a Q and A session. Refreshments will be offered, with

donations for St Peters Hospice. Publicity to be confirmed with 'In View' before 1st August. SB will arrange surgery publicity. JG and SR volunteered to assist at the event. **Action: MM**

7) Funding

The meeting discussed MM's fundraising draft letter, which he will review. PSSG volunteers are required to discuss fundraising proposals as a sub-committee, with the focus on the new practice room and raising funds to benefit all patients. Various activities have been suggested, e.g. cycle ride for specific items of kit. All expressions of interest to be made to Janet Green. Robert Griffin volunteered to act as treasurer, but additional signatories will be required. RG will obtain the necessary forms from Bradford and Bingley. An application for funding to South Gloucester PCT was unsuccessful.

Action: MM, RG, PSSG members

8) Outside Meetings

A 'Getting Involved in Your Hospital' event is to be held on Tuesday 27th or Friday 30th July, a PSSG member is welcome to attend. Kate Thornton, Assistant Director of Primary and Community Care, will attend a Safer and Stronger Group Meeting on Wednesday 22nd September at 7.00 p.m. to inform the Group about Health provision in the neighbourhood. MM attended the South Glos LINK Core Management meeting with Peter Tyzack. The National Autistic Society asked LINK to consider setting up a group. There was also a presentation from South Glos Disability Action Group.

Action: PSSG members

9) Occasional Members

It would be helpful to welcome parents, disabled persons, carers, patients with mental Health issues to join to group on a 'one-off' basis. A notice will go out 'In View' and PSSG members will canvass possible attendees.

Action: PSSG members

10) AOB

A further Newsletter is due in September. This will include a report of the Living with Cancer Talk, and SB will e-mail JS with additional topics. Further suggestions to be sent to JS.

Action: JS, SB, PSSG members

Date of Next Meetings – please note change to next meeting

Friday 15th October 2010

Friday 14th January 2011

Friday 15th April 2011

Friday 15th July 2011

Friday 14th October 2011