



Minutes of the Acorn Surgery Patient Participation Group (Acorn Patient Team)

25th April 2017, 6-7pm, G93 – Community Room, Oak Tree Centre, Huntingdon

Present: Martin Wilsher (Chair), Dean Bloom (Treasurer), Mary Blackhurst-Hill (Minutes Secretary), Peggy Clark, Brian Shoemsmith, Paul Westerman, Dr Mary Simpson.

Agenda item		ACTION
1. Welcome & Apologies for absence	Apologies were received from Carol Primett, Claire Homan, Isobel Wynn, Trish Hewitt Palmer.	
2. Minutes of the last meeting	The minutes of the last meeting in March were signed by the Chair as a correct record of what took place.	
3. Matters arising	<p>It was noted that Robert Mulroy had resigned from the Group as he has moved away from the area.</p> <p>Marilyn Hulyer has resigned owing to health issues (per email from Trish).</p> <p>Peggy and Dr Mary Simpson provided an update on the homeless situation. There are no new developments.</p> <p>Bobby had collected her apprentice award in London. Nobody was aware of any coverage in the local press about this.</p> <p>The Outstanding rating has not yet been publicized. The group consider this to be important.</p> <p>The group would still like Dragana to attend to present A Day in the Life of...</p> <p>It was noted that a slanderous comment had been published on the NHS Choices website. Action is being taken.</p>	<p>THP</p> <p>THP</p>
4. Treasurer's report	The Treasurer tabled details of the financial situation and reported that the balance currently stands at £597.78. This accounts for the cheque for £241 in respect of the Warfarin Clinic Printer. This cheque has been handed over to the surgery but not yet presented.	THP
5. Practice Merger Update	<p>Prior to the meeting, Trish had circulated the following: Merger update: We have gone out to advert for a Merger Project Manager to facilitate the move towards merger status from April 2018; this is a fixed term contact to June 2018 and we are interviewing two candidates early in May. They are both very experienced project managers who have worked on a range of NHS and GP-related projects. Their appointment is dependent upon NHS England's approval of the business case which we are still awaiting. We have uploaded a 'frequently asked questions' list to our website which will be updated as further questions are posed. If you have anything further you wish to know relating to the merger, please do let me know.</p> <p>Dr Mary Simpson added that both candidates had experience of similar mergers.</p>	ALL

<p>6. Terms of Reference and Future Planning.</p>	<p>The Terms of Reference document was reviewed, with the understanding that this was a preliminary review only and would need to be revisited when more members of the group were in attendance.</p> <ol style="list-style-type: none"> 1. The Purpose of the group is not fundraising, although this can be legitimately viewed as a useful adjunct to projects undertaken by the group. 2. The Thrombosis Awareness Day – 13th October – would be a useful project for the group to support. Paul Westerman was charged with bringing to the group at the next meeting some ideas to create a draft outline of an event to support Thrombosis UK. 3. The next agenda should include this event. 4. The route to membership was discussed. Most had joined by invitation from a member of the practice. The group considered if a cap on numbers should be set and concluded that it was unlikely that this would ever be a problem. 5. A contact list of emails and phone numbers is to be collated by Mary BH and distributed to all members. 6. The role of secretary was discussed, re organising meetings and producing the agenda. MBH to meet THP re this. 7. Working methods (F) – to be reviewed and discussed at the next meeting. 8. Working methods (H) – it was suggested that a member of the group should attend every monthly practise meeting rather than the Chair once a quarter. MBH to follow up. 	<p>PW MBH/T HP MBH MBH/T HP MBH</p>
<p>6. AOB</p>	<ol style="list-style-type: none"> 1. Although the group does not have the remit to take up individual cases, it is legitimate to ask questions regarding clinical practice. At one point there was a board in the waiting room dedicated to these kind of questions and answers. This might be a good idea to reinstate. MBH to take this forward. 	<p>MBH</p>
<p>7. Date of next meeting</p>	<p>Tuesday 30th May 2017, 6pm.</p>	