



BILDESTON HEALTH CENTRE

PPG MEETING MINUTES

HELD ON WEDNESDAY 8 JANUARY 2020

The latest Bildeston Health Centre PPG meeting took place on the above date and was well attended by 5 PPG members, Dr Hainsworth (GP) and Carol Huxtable (Assistant Practice Manager), At this meeting there was 1 guest speaker –Caroline Coleby, OneLife Suffolk.

Dr Hainsworth welcomed all to the meeting and announced that sadly, we have received 2resignations.

If you are aware of anyone that might be interested in joining our PPG, please let Carol know.

At this point Caroline Coleby gave an overview of OneLife Suffolk, explaining the service is aimed at physically inactive people ie less than 30 minutes exercise per week – the recommended amount of exercise is 150 minutes per week – is for people with a BMI of over 27.5 and with long-term health conditions. For more information regarding this service please see the attached leaflet. One PPG member stated that she has used OneLife Suffolk by self-referral! This member is very happy with the service and received her vouchers within 1 week.

The following points were discussed and actions agreed:

1. Terms of Reference – all members present agreed for this to be put in place
2. Code of Conduct – all members present agreed for this to be put in place
3. PPG members tour of the surgery – arranged for February 2020
4. Two members agreed to attend the PPG Network Meeting to be held here on 21 January 2020 between 1.30pm and 3.30pm, with one member as back-up if required, these members to report back at the next meeting.
5. Suffolk Community Federation grant application form – Carol and 1 PPG member had met about this. It was agreed by all that Carol was to put the application in once it had been finalised.
6. Patient questionnaire/surveyto be given out to patients during the month of February 2020. This questionnaire has been drawn up by the PPG. A further questionnaire will be drawn up and handed out around October/November 2020.

7. Two items were discussed and all agreed they should be added to the next meeting's Agenda.

It was agreed that Dr Hainsworth and Carol continue to act as Chair and Secretary for the time being. However, all PPG members are aware that these roles will need to be taken up by themselves in due course. Carol's direct contact telephone number was given for any queries, agenda items and for PPG members to confirm if they can/cannot attend meetings.

Action Points agreed:

One member to possibly contact Suffolk Family Carers regarding their poster on our TV screen – too much information – can it be condensed?

Bildeston Health Centre PPG to remain under the umbrella of BHC and not to act as a separate concern. However, 1 member will enquire as to setting up a BHCPPG email address, which can be set up as a link from our website for patients to use

Two members will attend the PPG Network meeting on 21 January 2020 – 1.30pm to 3.30pm.

One member to draft a half page poster/notice for the PPG.

Dr Hainsworth and Carol to provide a PPG suggestion box for the waiting room

Next meeting Date: Tuesday 11 February 2020 at 6pm