**FRIENDS OF BRIDGE MEDICAL CENTRE**

**Patient Participation Group**

**Tuesday 20th December 2022 at 1300 hours**

**Minutes**

Attendees: Elizabeth Tracey (ET), Dave Hathaway (DH), Mary Smith (MS), Paul Smith (PS), Peter Mansfield-Clark (PMC), Mary Grace (MG), Jackie Morris (JM), Julie Smith (JS), Jenny Glen (JG).

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| **Point** | **Discussion Item** | **Action** |
|  | Welcome and apologies  Apologies were received from Bill Puttick, Brian Champion, Agnes Griffin, Peter Nicholson and Nav Kalsi. |  |
|  | Minutes of the Meeting held on 18th October 2022  The minutes were agreed as an accurate record of the meeting. |  |
|  | PCN Social Prescribers (Jenny Glen)  Jenny explained the role of the social prescriber and the benefit this brings to both patient and practice alike. Jenny gave an example of a patient story which illustrated the considerable benefit from the Social Prescribing service.  They have established a Coffee Morning at the Revive Café on the second Wednesday of each month aimed at bringing together those patients who are socially isolated and suffer with anxiety who are 18 years and over. |  |
|  | Staffing   1. Recruitment of Practice Paramedic Practitioner – still ongoing. Advanced Clinical Practitioner being interviewed this week. 2. Recruitment of Practice Nurse – Gill and Zeena have now started. Gill will focus on Asthma and eventually COPD and Zeena will initially do basic Practice Nurse duties. |  |
|  | Primary Care Networks (PCNs)   * 1. Recruitment of 2nd Clinical Pharmacist – the Practice has engaged the services of Bespoke Clinical Services who will provide a full Clinical Pharmacy function for the Practice.   2. Recruitment of 2nd Care Co-ordinator – Jenny has been recruited to work with Sarah as our Care Co-ordination team. |  |
|  | Projects   1. Cake Sale for Ukraine Emergency Disaster Fund – 19.10.22 – acknowledgement of our donation has been received. All agreed worthwhile and consideration to be given to gluten free and low sugar going forwards to cover a wider patient cohort. 2. Active Practice – An Electrifying Jaunt 20.10.22. Led by Dave Hathaway this was a super tour of the little known facts of Three Bridges. Another will be planned in the spring. 3. Feedback on Website – JM invited the PPG to spend a little time going through our website and giving constructive feedback on accessibility. 4. Second Hand Clothes Sale (JS) – JS described her idea for a second hand clothes sale. Clean, laundered clothes which are easy to try on eg coats, jackets, jumpers etc. Agreed an interesting idea and to be targeted at the end of the summer/beginning of the autumn. It was suggested that perhaps the Social Prescribers could be involved too.   LT suggested an Easter Egg Tombola leading up to the Easter bank holiday weekend. All agreed this would be a good idea and a date will be determined at the next meeting.  In addition, another generic tombola would be good to do. It was also agreed that there should be a cause that we are contributing to like the Ukraine Disaster Emergency Fund or similar.   1. Notice Board in waiting area – revamp. All agreed that the notice board needed a revamp. DH explained that it needed to be large print and colourful to attract the eye. DH agreed to work with JM to create a more attractive and informative PPG board. | All  DH  All  All/JS  All  All |
|  | Any Other Business   1. JM went through the Practice Action Plan as a result of the two Patient Satisfaction Surveys conducted in 2022. All agreed with the content and JM to add to the website. | JM |
|  | Date of next meeting – 21st February 2023 1300-1400 |  |