**Minutes of the Annual General Meeting of the Bridge Cottage Patient Participation Group (PPG) held on Monday, 10th February 2020 at 7pm at Bridge Cottage Surgery**

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|  | **Action** |
| **Present:** Ian Skidmore (Chair), Gill Lamb (Secretary), Jan Skidmore, Jon Green, Alan Sparing, Jane Coates, John Gillman-Smith, James Young, Another |  |
| **Apologies:** Sara Otty (Vice Chair), Ann Gillman-Smith, Pat Bridge, Deborah Shearley, Leo Boon, David Bell, Roger Aubrey, Lesley Watson, Jan Jacklin |  |
| **Nominations for Membership** |  |
| Ian reported that four members had decided that due to a variety of reasons, they have resigned. These being: Ann Gilman Smith, Pat Bridge, Leo Boon, Deborah Shearley. Ian thanked them for their contribution to the PPG and hoped that we would be able to welcome them back in the future.  Ian invited nominations for membership. Jane Coates was nominated and invited to attend the next formal meeting. |  |
| **Nomination and election of Officers** |  |
| Nominations were invited for the three officer posts.  Ian Skidmore was duly re-elected to stand as chair  Sara Otty was re-elected as Vice Chair  Gill Lamb was re-elected as Secretary  Ian, on behalf of the PPG, thanked Debbie Crossley for her assistance liaising between the Practice and the PPG.  Ian also welcomed Dr. Pathmanathan to the meeting. |  |
| **Minutes** |  |
| The minutes of the last Annual General Meeting were approved and signed by the Chairman as an accurate record. | Ian |
| **Chairmans Report** |  |
| Ian provided the meeting with an update on activity of the PPG over the last year, reporting that communication continued to be a key area of focus.  We continue to provide:  Monthly Information Tables (fourth Thursday of the month) providing Information Packs, info on GP services on offer, seasonal campaigns, availability of Blood Pressure checks in the POD, extended hours, vaccinations (e.g shingles), AAA screening, how to recognise stokes and meningitis.  This also gives us the opportunity to talk informally to patients. It is estimated that we speak to circs 400 patients a year.  We produce information pages in a number of local newsletters including the Parish Newsletter, focusing on a different, topical item each quarter (e.g. Dementia Café).  He added that we continue to look at other avenues for communicating with patients, and compare notes with other PPGs to see how they manage this.  In 2020, we will see a number of changes within the NHS, including the changes to the format of the CCGs, evolution of PCN’s etc. It is important that we keep a watch on how these changes will effect us as the patients and assist the practice in communication these changes.  It continues to be a priority that we work in partnership with other PPG’s particularly those within the WelHat area and, to that end, we continue to have formal/informal meeting with representatives from neighbouring PPGs.  The PPG continue to monitor strategic challenges – for example the Long Term Conditions Strategy (Rick Walker is our representative and continue to provide feedback to various consultations, proposed changes to service specifications issued by NHS England |  |
| **Update from the Practice** |  |
| Ian introduced Dr. Pathmanathan to the meeting who provided an update on changes currently in train for the Practice and the NHS locally.  As of April 2020, CCG’s will cease to exist in their current form and will be replaced by a number of Networks and collaborations. For us, CCGs combining will be E&NHerts, West Essex and Herts Valleys (Post meeting note: This was conformed at the Patient Locality Network meeting last week). the hospitals included would probably be Watford Hospital, QE2, Lister Hospital and Princess Alexandra. These new collaborations could be named as “Integrated Care Partnerships”.  Primary Care Networks would form the building blocks for the new structure, which would probably comprise of Peartree, Moors Walk and Bridge Cottage Surgeries. (Post Meeting Note: This was confirmed last week and the PCN will be called Welwyn Garden City and Villages)  It was hoped that the practice would be able to extend the physiotherapy service with more hours available, along with Pharmacy services.  The new contract for GPs and GP Practices is due to be agreed in April 2020. He explained that the £50m extra funding promised by the government would be to cover existing vacancies and as well as new posts. The new contract would advocate increased use of Allied Health Professionals. Bridge Cottage has always had a very traditional model of care (i.e. GP/Partner focused) and this would change with the new contract in order to access additional funding.  e-consult. This would be introduced as a soft launch at the end of March/beginning of April and will be initially targeted at those patients who currently use the on line booking service. It would provide an on-line triage service. Forms would be reviewed by a Practice GP within 24 hours with a 48 hour turnaround target. It is hoped that this will enable patients to be directed more appropriately to either AHPs, GP, Urgent Care centres etc. One of the advantages of this system is that you don’t need to have a user name and password, so don’t need to sign up at the surgery. There would still be direct phone access for emergencies.  Hall Grove Practice are already using the system and it has enabled them to release approximately 45 GP consultations as week.  It was agreed that an “easy to read” flyer would be produced by the surgery which the PPG could use as part of the patient tables each month and at the annual village fayre to promote and communicate the changes.  Ian thanked Dr. Pathmanathan for his time and his informative talk. | Debbie |
| **Questions and Answers** |  |
| There were no further questions |  |
| **Date of next regular meeting** |  |
| This was confirmed as Monday, 9th March 2020 |  |