**ASPULL SURGERY**

**Minutes of PPG Meeting on Monday 10th September 2018 (5pm-6pm)**

Attendees: Lorna Prescott, Practice Manager

Helen Kerins Business Transformation Manager, Wigan Borough CCG

GL, PPG Chair

AK, PPG Member

SK, PPG Member

FL, PPG Member

Apologies: IS, PPG Member

1. **Approval of the April Minutes and Apologies**

The minutes were agreed. Mrs IS sent her apologies.

1. **Newsletter**

Lorna asked for ideas for inclusion in the next practice newsletter:

* Flu clinic awareness including last year’s uptake figures if available
* Shingles, bowel screening, baby imms and their uptake figures if available
* Info on logo competition

It was agreed that future Newsletters don’t have to be lengthy, however, we will aim to issue it as soon as possible to highlight the imminent flu season.

**Action Point:** Lorna to obtain take-up figures if available and include in future newsletters.

1. **Logo Competition Update**

Lorna said that she’d amended the invitation letter to schools and this had been agreed. At the last PPG Meeting it was agreed that we would send the invite letter to the following 4 schools:

* Our Lady’s RC Primary School, [Holly Road, Wigan WN2 1RU](https://www.bing.com/local?lid=YN1114x247288614&id=YN1114x247288614&q=Our+Lady%27s+RC+Primary+School+Wigan&name=Our+Lady%27s+RC+Primary+School+Wigan&cp=53.5702133178711%7e-2.58915495872498&ppois=53.5702133178711_-2.58915495872498_Our+Lady%27s+RC+Primary+School+Wigan&FORM=SNAPST)
* Aspull Church Primary School, [Bolton Road, Wigan WN2 1QW](https://www.bing.com/local?lid=YN1114x247288461&id=YN1114x247288461&q=Aspull+Church+Primary+School&name=Aspull+Church+Primary+School&cp=53.5623245239258%7e-2.56960010528564&ppois=53.5623245239258_-2.56960010528564_Aspull+Church+Primary+School&FORM=SNAPST)
* Blackrod Primary School, [Manchester Road, Bolton BL6 5SY](https://www.bing.com/local?lid=YN1029x16922113391464335512&id=YN1029x16922113391464335512&q=Blackrod+Primary+School&name=Blackrod+Primary+School&cp=53.5851974487305%7e-2.57194709777832&ppois=53.5851974487305_-2.57194709777832_Blackrod+Primary+School&FORM=SNAPST)
* Holy Family Catholic Primary School, Longfield Street, New Springs, Wigan, WN2 1EL

There were requests for 2 additional schools to be added to the list:

* Cannon Sharples, Church of England Primary School & Nursery, Whelley, Wigan, WN2 1BP
* St Davids Church of England Primary School, Copperas Lane, Wigan, WN2 1PA

Lorna will check to ensure these are within the practice boundary and if so, include them in the mail out, addressing the letters to the named head teachers where possible.

**Action Point:** Lorna to confirm if additional 2 schools are within boundary area

(Confirmed – they are and will be added to the list of school invites)

**Action Point:** Lorna to post letter addressed to all head teaches of the nominated schools

(Completed)

1. **Patient Access Online Figures**

Mr GL asked what the latest Patient Access Online figures were for the practice. Helen stated that as at April 2018 it was 14% with the target being 20%.

1. **Interest in Shape Your NHS Document**

Mr GL said that he’d received an email of future events that PPG Members were invited. Helen read these out to all present. Mr GL will forward the list to those present following the meeting.

**Action Point:** Mr GL to email events list to attendees. (Completed)

1. **Reablement Service Meeting**

Mr GL said this meeting had been re-scheduled and said that any of the PPG members could attend.

1. **Digital Bungalow Feedback**

Mr GL said that he’d recently attended the digital bungalow and provided an electronic document detailing all the devices etc that are available to individuals. The document states that:

*“The Ancliffe Smart Bungalow is an opportunity to see how health and care technology could improve your way of living. The Smart Bungalow is a real house with rooms designed to showcase a variety of technology that can help people live a more independent life. This tour will allow you to witness a range of interesting and helpful products, including smart appliances that people can use safely and easily, a variety of sensors to send alerts to loved ones and much more.”*

All agreed there is now a vast range of products available for individuals to make life easier.

1. **Any Other Business**

Flu Clinics

Lorna said that PPG Members are welcome to attend the practice when the flu clinics are running to speak to promote the PPG in an effort to increase numbers. Lorna said that she will compile a PPG leaflet that can be handed out. In addition, she will notify members when the clinics are being run.

**Action Point:** Lorna to compile PPG leaflet and inform members of times/days of flu clinics

(Completed)

1. **Date/Time of Next meeting**

This was agreed as Monday 12th November 2018 at 5pm for 1 hour meeting.