**FRESSINGFIELD MEDICAL CENTRE**

**PPG MINUTES**

Meeting held on Wednesday 27th February 2019 at 2.30pm

At Fressingfield Medical Centre, New Street, Fressingfield, IP21 5PJ

**Present:**

Liz Stolls (LS), (PPG Chair) John Alborough (JA) (PPG Vice Chair), Dr J Morris (JM) (GP Partner)

Katie Civil (KC) (Practice Manager)

Members of the PPG: Sylvia Cope (SC), Rick Osbourne (RO), Judith Lilley (JL), Dorothy Readman (DR), Nick Stolls (NS)

**Apologies for Absence**

Helen Long, Bryan Threadgall, Jill Firth, Tom Lindsay (due to resignation)

1. **Zoe Knight,** Partnerships Manager at Ipswich and East Suffolk CCG (I&ESCCG) presented on available funding grants towards Social Prescribing (SP). She explained that £40k had been put aside to support the 40 practices in I&ESCCG area towards SP which equates to £1000 per practice. The deadline for accessing this grant had been extended by Suffolk Community Foundation to March 2020. She outlined several examples of successful bids,

* Wickham Market - first aid for young mums
* Leiston - weighing machine which was match funded as the fund was not intended for equipment.
* Woodbridge - childhood obesity initiative
* 7 practices had joined together to use the £7k to employ a link worker to work in SP.
* Other examples included a balance class at Eye (which features in the recent PPG newsletter), pedometers for a walking group, Directory of services compilation for old and young patients, and translation services in a practice with a high number of patients whose first language wasn’t English.

Zoe then explained the criteria to apply for the grant. This should have a ‘self care’ emphasis and the application form should have an indicative budget attached.

Concerns were raised over the continuing legacy of the Active Wellbeing initiative currently being delivered within the Practice. Initiatives to continue this work were suggested by supporting some of the classes already being provided and also bereavement support was mentioned.

Judy L agreed to complete the grant application with LS, JL and AG to discuss potential projects for funding.

If the medical practice continues with SP then this will have to be delivered through a Link Worker who will be based at the Community Development Office.

**2.** **Healthwatch Survey**. LS, SC and NS had assisted with the survey. Initial results were of a very positive response from patients with car parking and waiting times being highlighted as minor issues. The detailed response is still to be posted on the Healthwatch website.

A further survey will be undertaken on 25th April in Fressingfield and 30th April in Stradbroke. JA agreed to help with either, RO at Fressingfield and JL at Stradbroke.

**3. Matters arising from meeting of 21st November 2018**. The flu clinics were considered to be very successful and the Medical centres were one of the top performing clinics. As such the CCG asked the medical Centre for ‘top tips’ to assist other practices who were less successful. Figures for over 65s of 83% attendance (mean of 75%) and under 65s of 63%, the national ambition is 55%, showed the positive numbers receiving the flu vaccines at Fressingfield/Stradbroke centres.

**4. Chair’s items.** LS outlined the background to the joint PPG meeting to be held at Eye on the 28th February. JA explained as governor with the East Suffolk and North Essex Foundation Trust that there was a charm offensive from the Trustees explaining the strategy for the Trust following the merger. This was to be explained at the joint meeting and all PPG members were invited. DR asked what happened to charitable donation when sent to the Trust and JA explained the process for identification and appropriate allocation of those donations.

KC explained the development of the Integrated Neighbourhood Team. This was a group of medical centres with a collective population of between 30 - 50,000 working together to support SP and coordinate social services. The group consists or Fressingfield, Eye, Debenham, Ixworth and Mendlesham -

**5. PPG member items.**

* Concerns were raised that with the Neighbourhood Development Plan (NDP) being finalised or ‘made’ in Stradbroke and a well developed NDP still to be made in Fressingfield that not enough awareness of village expansion and its impact on the Medical centres had taken place. Comments relating to the pressures experienced by village expansion had been invited from the Medical centres following meetings with clinicians and management staff. The question over whether the Medical centres might benefit from Community Infrastructure Levy (CIL) was discussed and while this was seen as an infrequent occurrence there was evidence of a funding contribution via CIL to the Framlingham practice which had benefited in this way. Dr Morris explained there was always a lag between houses being occupied releasing CIL payments and additional funding from NHSE filtering down to the Medical centres. This period was often seen as the most testing period with an increase in the patients but a delay in the funding following those patients.
* PPG update in village magazines. It was seen as a positive initiative to place a short article in various magazines in the area explaining what the purpose of the PPG and how it might benefit patients and Medical centres in the two villages.

**6. Practice items.**

* Flu clinics were covered earlier.
* The practices were undertaking a practice survey to assist the GPs in their annual appraisal. KC will email dates to the PPG to ask for assistance
* Juliet the nurse practitioner is taking a six month sabbatical and she is to be replaced temporarily by Carol, another NP.
* Active wellbeing will finish its active phase in June 2019 when Annie Groves moves to another medical Practice. The following year is seen as being a challenge.
* Care navigators. All receptionists were now trained as Care Navigators which gives them the knowledge to ask appropriate questions at the outset of patients phoning through to the Practice and helping them ‘land’ at the right place for their concern.

**Date of next meeting.** Wednesday 29th May 2.30 - 3.30pm