

SIXWAYS PATIENT PARTICIPATION GROUP (PPG)
MINUTES OF THE MEETING HELD AT SIXWAYS CLINIC
WEDNESDAY, 14 FEBRUARY 2024

ATTENDEES

Mukesh (Kesh) Makhecha (Chair) KM
Diane Evans (Social Secretary) DE
Anna Frost (Secretary) AF

Jane Jones JJ
Janet Littlecott JL
Brenda Reid BR
Chris Reid CR
Rob Reid RR

Also, in attendance:

Cllr Lynda Johnson (Charlton King's Parish Council) LJ
Nicola (Nicci) Paul (Sixways Assistant Practice Manager) NP

1. WELCOME, APOLOGIES FOR ABSENCE, RESIGNATION

The Chair (KM) welcomed everyone to the meeting including Cllr Lynda Johnson, Charlton King's Parish Council.

Apologies For Absence:

Ceri Gardner (Sixways Practice Manager) CG
Sue Prew SP (PPG Member)
Leona Smith LS (Social Prescribing Link Worker/Cheltenham PCN)

Resignation

Maia Brasington has resigned from the PPG for personal reasons. The PPG thanked Maia for her contribution to the PPG and sent her their best wishes.

2. MINUTES OF THE LAST MEETING HELD ON WEDNESDAY, 10 JANUARY 2024

The Minutes of the last meeting held on 10 January 2024 were signed as a true record. Minutes to be posted on the PPG section of the Sixways Clinic website.

3. MATTERS ARISING FROM THE MINUTES OF THE LAST MEETING

a. PPG Notice Board for Sixways Clinic Waiting Room

It was agreed that the notice board should have 'PPG' added as a banner and display information about the PPG, how patients can join it and local information/events including the Carers Coffee Hours. Louise De Freitas (Sixways Clinic Care Navigator) to be asked to help with this.

3. MATTERS ARISING - Continued

b. Veteran Friendly Practices (VFPs)

Ceri Gardner (CG) to send Chris Reid, (CR), Sixways Clinic VFP Representative, contact details of a member of the Glos Integrated Care Board to discuss promoting VFPs.

CR to be given the name of the dedicated clinician at Sixways Clinic who has been designated to VFPs.

CR requested that more information about the healthcare that GPs can offer veterans be added to the Sixways Clinic website. CR gave NP a copy of a veteran's newsletter with relevant information.

c. Social Prescribing

Re: The Living Well/Ageing Well Project set up to promote physical and mental well-being and healthy ageing: At the January 2023 PPG meeting, there was discussion about local walking groups and the importance of accessible pathways and routes. Rob Reid (RR) has contacted Leona Smith (LS) and put her in touch with one of his contacts to follow up on this.

4. COLLABORATION WITH CHARLTON KINGS PARISH COUNCIL (CKPC)

Cllr Lynda Johnson (LJ) led the discussion on how the PPG could consider working with the CKPC. For example, information from Sixways Clinic could be included in the CKPC newsletter. Also, the PPG could consider having a stall at the Charlton Kings Annual Fairs.

LJ explained how the CKPC is making efforts to deal with the problem of digital exclusion. The CKPC provides help regarding technology e.g. at Charlton Kings Library and through Adult Education Glos. The courses on digital support include free one-to-one drop-in-sessions at the library. To be advertised on the PPG notice board.

LJ invited the PPG and Sixways Clinic staff to send comments/suggestions about the Connect Directory to her or to the CKPC Administrative Officer (Sophie Bishop). All Sixways clinicians/admin staff have copies of the Directory; more copies to be made available for patients if needed and NP or CG to include the link to the Digital Directory on the Sixways Clinic Website.

Contact details: Cllr Lynda Johnson: lynda.johnson@charltonkingsparishcouncil.gov.uk
and Administrative Officer: ao@charltonkingsparishcouncil.gov.uk

Discussion followed about allotments in Charlton Kings which include a volunteer-run community allotment plot and easy access site based at Sappercombe Lane. The community allotment needs to be promoted so it was agreed that Izzy Kaminski, Allotment Lead Volunteer be invited to the next Carers Coffee Hour.

LJ thanked RR and Sixways Clinic staff for making contact and appreciated the invitation to attend the recent Carers Coffee Hour.

5. CARERS COFFEE HOUR

The PPG agreed that the well-attended Coffee Hour held at Sixways Clinic on 16 January 2024 was a success and appreciated by carers, patients and guests. Feedback including practical arrangements was discussed. Consideration to be given to holding the Carers Coffee Hour at another venue in Charlton Kings e.g. The Stanton Room or 'Planted', a local community hub cafe opening in mid-February. Accessibility, car parking and transport facilities to the venue to be considered. RR to visit 'Planted' to review suitability. Pending further discussion, it was agreed that the next quarterly Carers Coffee Hour should be held at Sixways Clinic on: **Tuesday, 16 April 2024 – 12.30 pm to 1.30 pm.**

CG to send out invitations to carers registered with Sixways Clinic. CG to discuss invitations to local organisations with KM.

6. PRACTICE UPDATES

NP explained that the Practice is making patients aware that in certain cases, they can visit a pharmacy rather than see a doctor. Sixways Clinic is working with Badhams Pharmacy, Sixways as part of the NHS England expansion of pharmacy services.

7. PPG ANNUAL GENERAL MEETING

Date and arrangements to be confirmed at the next PPG meeting.

8. GLOUCESTERSHIRE PATIENT PARTICIPATION GROUP NETWORK (GPPGN)

AF and Sue Prew (SP) attended the GPPGN meeting on 26 January 2024 via Teams.

About 35 representatives from Glos PPGs, the Integrated Care Board and NHS Glos attended.

The meeting included a presentation by Andrew Hughes, Associate Director of Major Projects, NHS Glos, who spoke about the GP Premises Development Plan 2024-31. The Plan is in draft form. There are 66 practices in Glos housed in 83 buildings. All to be reviewed regarding modernisation, extension or relocation to new buildings. More buildings are necessary to accommodate an increasing population and to meet the growing need to accommodate accessible facilities and the space required for additional on-site services e.g. nurses and phlebotomists.

There was general discussion about the Plan and a request that the final Plan should consider the impact of the closure of rural surgeries particularly on the elderly and disabled who may not have access to transport or a local bus service.

There were two further presentations on: Equality, Diversity, Inclusion and The Post-Covid Syndrome Service.

The meeting included workshops on the Primary Care Strategy 2024-2029.

There was an explanation of the six Core Themes of the Strategy: Primary Care Sustainability, Access to Services, Prevention and Pro-active Care, Health Inequalities, Improving Quality and Partnerships.

8. GPPGN - Continued

There were five workshops to discuss the five Cross-Cutting Themes of the Strategy: Workforce & Integration, Financial Resilience and Resources, Data Business Intelligence, Digital issues, Estates. Each participant attended two workshops of their choice.

Next GPPGN meeting: Friday, 22 March 2024 – Attendance via Teams or in-person.

For information about the GPPGN including a link to the Primary Care Strategy 2024-2029 document and presentations: <https://getinvolved.glos.nhs.uk/ppg-network>

9. ANY OTHER BUSINESS

None.

10. DATE OF NEXT MEETING:

Thursday, 11 April 2024 – 12.30 pm-1.30 pm at Sixways Clinic