

SIXWAYS PATIENT PARTICIPATION GROUP (PPG)
MINUTES OF THE MEETING HELD AT SIXWAYS CLINIC
FRIDAY, 24th MAY 2024

ATTENDEES

PPG Committee:

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

PPG Members:

Jane Jones JJ
Sue Prew SP
Brenda Reid BR
Chris Reid CR (Veteran Friendly Practice Representative)
Rob Reid RR

Sixways Clinic:

Ceri Gardener (Practice Manager) CG
Georgie Tomasi (Administration and Care Navigator Manager) GT

Guests:

Katie Forster KF (Agenda Item 7)
Cllr Lynda Johnson LJ, Charlton Kings Parish Council (Agenda Item 4)

1. WELCOME AND APOLOGIES FOR ABSENCE

The Chair (KM) welcomed everyone to the meeting.
Apologies for Absence: Janet Littlecott.

2. MINUTES OF THE LAST MEETING HELD ON WEDNESDAY, 14 FEBRUARY 2024

The Minutes of the last meeting held on 11 April 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. Noticeboard - Item 3a/11 April 2024 Minutes refers. To be kept up to date.

b. Walking Groups (as part of social prescribing) - Item 3c/11 April 2024 PPG Minutes refers. Leona Smith (LS) (Social Prescribing Link Worker/Cheltenham Peripheral PCN) and Rob Reid (RR) to liaise.

c. Role of Social Prescribers - Item 8/11 April 2024 Minutes refers.

It was agreed that it would be helpful to clarify the role and scope of social prescribers.
Sue Prew (SP) has contacted Dr Oliver Jenkins, Editor of Career Matters (the magazine of the Career Development Institute). Dr Jenkins would like to include an article in the September 2024 edition of the magazine about social prescribing as a career choice. SP, LS and Susie Purslow (Lead Social Prescribing Link Worker Cheltenham, Peripheral PCN) to liaise.

3. MATTERS ARISING continued

d. Planted Café – Item 5/14 February 2024 Minutes refers (not discussed at April meeting). Anna Frost (AF), KM and RR had visited Planted Café in Charlton Kings, and it was agreed that the café is not suitable for PPG meetings and Carers' Coffee Hours as it is not available when the PPG meets and Carers' Coffee Hours take place. Also, access is difficult.

4. COLLABORATION WITH CHARLTON KINGS PARISH COUNCIL (CKPC)

Ceri Gardner (CG) was the guest speaker at the **Charlton Kings Parish Council Annual Meeting on 25 April 2024**. Feedback on CG's presentation had been very positive.

Digital Inclusion – Lynda Johnson (LJ) circulated information about the digital skills courses that will be available locally in June; Sixways Clinic to promote these via the PPG noticeboard and Sixways Clinic Facebook page. The courses are free of charge and funded by Adult Education in Glos. Sophie Ayre (GPPGN) has agreed to share her contacts on this issue with LJ.

Digibus: Nothing further to report. LJ to contact Taff Wiltshire (Digibus Project Manager).

Allotments: The volunteer-run community allotment plot (Sappercombe Lane) requires promotion so Izzy Kaminski (Allotment Lead Volunteer) will be invited to the next Carers' Coffee Hour.

Charlton Kings Summer Fayre: Saturday, 15 June 2024 from 1.00pm to 5.00pm. This will be a good opportunity to engage with the local community. Sixways Clinic/PPG possibly to take a table; volunteers needed. Consideration to be given to promoting the Message in a Bottle Scheme and preventative healthcare issues at the Fayre.

5. CARERS' COFFEE HOURS

The Carers' Coffee Hour on Tuesday, 16 April 2024 was well-attended. Guests included LJ. There was discussion about practical arrangements for future Carers' Coffee Hours. Diane Evans was thanked for purchasing a refreshments table for the Carers' Coffee Hours.

Dates of Future Carers' Coffee Hours:

Wednesday, 24 July 2024

Wednesday, 9 October 2024

Wednesday, 15 January 2025

6. PRACTICE UPDATES

a. 'I need to see a doctor' Publication: produced by Healthwatch Middlesborough and Healthwatch Redcar/Cleveland was circulated by CG to PPG members on 5 April 2024. PPG members gave CG feedback. No progress as further discussion is needed by the Practice as to whether Sixways Clinic should have a similar publication.

b. Meeting with Alex Chalk, MP for Cheltenham: CG as National Lead (The Midlands) Institute of General Practice Management met with Alex Chalk last April to discuss various issues regarding general practices including contracts and funding. Glos MPs have since met with Alex Chalk and comments have been passed on to the Secretary of State for Health.

6. PRACTICE UPDATES continued

c. Vacancies: CG will leave Sixways Clinic in July 2024. PPG members extended their best wishes for the future to CG. CG will continue to attend PPG meetings with Georgie Tomasi (GT) pending the appointment of a new Practice Manager. This post and that of a new Nurse Manager is to be advertised.

d. Spring Covid Booster Campaign: Four PPG members had assisted the Practice as marshals on 24 April and 15 May 2024 at Sixways Clinic. There was discussion about practical arrangements for future vaccination sessions; AF to send comments to GT. Volunteers needed for the next session on Thursday, 13 June 2024.

e. 'Right Care First Time' Video: The PPG had passed positive comments to CG; no further progress.

7. KATIE FORSTER (KF)

KF talked about mindful creative expression to help alleviate persistent pain which KF had discussed with Dr Dave Evans. KF has given CG a copy of her recently published poetry book to share with the Practice. KF is an accredited Breathworks mindfulness teacher.

Breathworks CIC Foundation is a charity which runs courses including Mindfulness for Stress and Mindfulness for Health. KF to be allocated a 5-minute slot at the PPG AGM.

For more information see: www.breathworks-mindfulness.org.uk or contact Katie Forster at: katieforster80@gmail.com

NB: KF has given her permission to share her contact details.

8. PPG ANNUAL GENERAL MEETING

The PPG Annual General Meeting will take place on **Wednesday, 12 June 2024 - 12.30pm to 1.30pm at Sixways Clinic**. GPs/GP Partners to be invited and one to be asked to speak on a topical healthcare issue. Arrangements for the AGM were discussed including the election/re-election of Officers. AF to draft the agenda and write a report.

KF and LJ to be invited to the AGM.

9. GLOUCESTERSHIRE PATIENT PARTICIPATION GROUP NETWORK (GPPGN)

There had not been a meeting of the GPPGN since the April PPG meeting, but AF had passed on information from the GPPGN to the PPG about:

- the request from University College London for assistance into research about access to information during the Covid-19 pandemic for adults in England who are deaf/hard-of-hearing;
- the Domestic Abuse Survey;
- the Community Mental Health Newsletter;
- the 'Veterans: Say You Have Served' National Campaign; see poster on Sixways Clinic Facebook page.

9. GPPGN continued

Next GPPGN Meeting: Friday, 31 May 2024 – Attendance via Teams.

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

10. ANY OTHER BUSINESS

a. Sixways Clinic website: This has been updated; please send comments/suggestions to GT. Also, any comments about the Sixways Clinic Facebook page.

b. GPs'/GP Partners' view on the role of the PPG: discussion postponed to next PPG Meeting.

11. DATE OF NEXT MEETING:

Thursday, 18 July 2024 – 12.30pm-1.30pm at Sixways Clinic