

## IPG Committee Meeting – Thursday 21 April 2019

### Minutes of Meeting

**Present:** Alan, Derek, Pamela, Jacky, Jenny and Glynis

**Apologies:** Zoe and Royston

**Minutes of last meeting:** There was one amendment to be made to the minutes of the last meeting as follows:

Jacky presented Derek with the fantastic sum of money raised by the knitters, which was **£1105.36** and not £1075.36 as stated in the minutes of the previous meeting.

**Treasurers Report:** Derek gave an update on the accounts and presented a copy of the income and expenditure to the committee. Income is down this year and so is expenditure. This is due to a number of reasons with Derek explained.

**Books:** Income from the books is less than last year. We discussed this amongst the committee and it was agreed to get rid of the old books that have been hanging around for a long time unsold, and replace them with a complete new collection. Hopefully this will inspire readers to start buying again. Jacky mentioned a company called World of Books, who could possibly buy our old stock. Glynis will look in to this.

**Plants and Gardening:** Plants inside and out always looking lovely.

**Knitters:** The knitters continue to work hard and produce such lovely items for sale. Haldon House surgery staff has recently bought many items, as they have had a flurry of granddaughters. They pass on their thanks to the knitting team for the amazing cardigans and wind in the willows toys they have produced. Money raised so far is £98.00. The next table sale at Tesco is due to happen on Friday 22 March 2019. The knitters would prefer to keep all of the profit made from the items produced exclusive to Imperial Surgery.

**Chairman's Report:** Alan explained the NHS involvement around the country with regard to carers and ways of identifying them. Carers can wear a lanyard, which will easily identify them as being a carer. This is a great idea should they be involved in an accident, emergency services would be aware that they care for someone. Alan also explained the triangle of care system and 'nudge' with regard to ways of making change happen.

#### **Surgery Update from Glynis:**

New admin staff Phoebe and Kate are doing really well and both enjoy working here. Phoebe has started her Level 2 Business and Administration Apprenticeship at Exeter College.

Harriet is improving and will hopefully be returning to work mid-April. This will be a phased return to work. Both Kay and Lynette have been fantastic by covering additional hours to support the needs of the practice. We discussed the very kind donation of £5000 made by a patient. We have not received this donation as yet as it will need to go through probate. The practice is hoping to buy a blood pressure machine for the waiting room for patients to use. Derek suggested getting feedback from Rolle Practice, who has one of these machines. This was thought to be a very good idea.

**Primary Care Networks:** This is a GP contractual change. Practices within WEB need to be working together more, which is a really good thing. This does not necessarily mean merging; more supporting each other by sharing services i.e. physiotherapists/chiropractors. Each practice will be part of a network and how they will engage will be for them to decide.

**Ways2Wellbeing:** The idea behind the W2W scheme is to support patients to take steps to a better wellbeing. Referral to the scheme is by GP or any other clinical staff. It is run by Health and Wellbeing coaches. It is a 6-8 week programme, in the first instance funded by the scheme. The scheme offers patients who may possibly be lacking in confidence, the opportunity to try new clubs, gyms or even taking up a new hobby. Caroline Biggs who is a health and wellbeing coach will be visiting the practice every other Wednesday afternoon, to help promote the service and answer any questions.

This is a partnership project with LED, Devon County Council, East Devon Health and the RD & E. Run by health and wellbeing coaches.

**Requests for funding:** It was decided to move this item to the next meeting.

**Devon Patient Participation Group Network:** Derek chatted about CCGs aim to merge. This is in progress. The suggestion is a network of PPG's working together, this being WEB, Wakely, and the Exeter group. It is felt that this group would possibly be too big to manage. Derek will continue to attend the meetings to see how this develops.

The RD & E have appointed 2 x Admiral Nurses to support patients living with Dementia. Funding has been given for the next 3 years to fund the Mead in Topsham and Dementia UK.

**AGM Planning: AGM:** The plan is to hold the AGM in the surgery. Starting with the AGM at 7.00pm. This will be followed by an Educational talk on Diabetes Awareness at 7.30pm. The committee felt it would be a good idea to try and engage as many patients as possible and suggested many great ways of drawing patients in. We discussed possibly doing finger prick testing on the evening and obtaining a supply of urine sticks, so that patients could possibly test their urine at home should they wish.

We agreed a date for the AGM of **Thursday 9 May 2019**.

Glynis will find out which GP would be available to attend and possibly a practice nurse to do the Diabetes talk.

We suggested a pre-AGM meeting nearer the time to run through the event details. Date TBC.