**Minutes of PPG Meeting 9 November 2023**

Present: Mary Egan, Jan Choopani, Dr Liz Hermaszewska, Susan Smee, Stefan Sieradzki

Apologies: Mary Perkins, Colin Berthelsen

**Next Meeting: 7th December at 2:30pm.**

The meeting warmly welcomed a new attendee - Jan.

Jan offered to propose content etc for a renewed PPG poster in the surgery waiting room.

The meeting discussed the recent Parkinsons presentation. It was generally agreed that the meeting was a success in terms of attendance and the usefulness of the information presented. Dr Liz produced some notes in the meeting which are available on the surgery website. She also informed the meeting that WhatsApp group was set up for MW patients and carers who were interested and / or had attended. This was going to be a self-help group which the surgery was just helping to get started.

Progress on recruiting new active PPG members was discussed. A list of potential new members is to be compiled with help from the surgery. Also a process for reaching out to potential new members should be agreed including a standard form of words to be sent out to said potential new members with a draft to be prepared with help from the surgery.

Also discussed was the Northwood Residents’ Association magazine which might be a good place to promote and advertise for PPG committee members or volunteers. Mary Egan has a contact there. Northwood Hills magazine was felt to be too far away, with very few patients now at Mountwood. Although the ward does extend as far as the iron bridge and Gatehill, so both options might be useful. Ditto the NWH noticeboard, which is by the station. Northwood RA also have a Community Noticeboard by Waitrose, which might prove useful for this.

Subsequent to the meeting Colin suggested that consideration be given to evening meetings of the PPG given that many potential new members are at work during daytime.

The signing of confidentiality agreements by PPG members was discussed. There was some uncertainty as to whether this was required. Dr Liz suggested members check the terms of the PPG. Subsequent to the meeting Colin mentioned that he had a confidentiality file of past members which adhered to NAPP standards. This could be perhaps clarified at the next meeting.

It was felt that it was worth joining one of the PPG organisations. Subsequent to the meeting Colin clarified that our PPG is a member of National Association of Patient Participation (NAPP) and that he personally joined the Patients Association which was a smaller organisation to get further information over and above what was available via NAPP.

Progress on organising future presentations / coffee mornings was discussed.

Susan had been trying to organise a visit from Live At Home. It proved difficult to get hold of the right person. Susan will continue to pursue.

Stefan had contacted Alzheimers society about a presentation.

Stefan is to pursue progress re Prostate presentation after checking with Colin.

Susan offered to pursue a potential COPD Breathe Easy presentation.

Mary offered to pursue potential presentations the Linda Jackson Centre and an MS presentation.

Some other subject / organisations for future proposed were: British Heart Foundation, IBS and also perhaps some from the Zoe organisation (known for nutrition help, covid contributions and general health / lifestyle podcasts). In general self help groups with a local presence were felt to be a promising source of presentations.

It was generally felt that PPG members needed to pursue many possibilities in parallel to succeed in enlisting a good flow of presentations / coffee mornings at the surgery.

Susan and Mary had had some success with enlisting presentation since the meeting. Any progress on the above subsequent to the meeting will be minuted after the next meeting.

Discussion of the benefits of Zoe led to a discussion of the similarly useful BBC Radio 4 programme / podcast from Dr Michael Moseley “Just One Thing” which provided simple & effective actionable advice on a healthier lifestyle.

Two NHS initiatives, essentially mass participation research studies which offered some benefits to participants, were also briefly touched on: “Our Future Health” (<https://ourfuturehealth.org.uk/get-involved/taking-part/>) and “Discover Me” (<https://www.discovermestudy.com/>). Subsequent to the meeting Dr Liz clarified that the latter could be joined via the following link: <https://www.discovermestudy.com/dmuk/practices/E86001>. The link had been sent out to some patients by the Primary Care Network (PCN) the surgery belongs to though the wording implied it was the surgery.

Dr Liz reported that the new telephone system was functioning very well.

The reception / triage trial was still proceeding, to a degree.

The sharing of resources with neighbouring surgeries / Saturday appointments had limitations.