



## **PATIENT PARTICIPATION GROUP AGM**

Meeting held via teams

14<sup>th</sup> March 2024 at 18:00PM

Attendees: KB, NB, SB, TB, MG, PKB, LKS, CS, LS, AT.

### **1. Apologies for absence**

- ER.

### **Introduction to LBMC**

- CS gave a brief overview of Long Bennington Medical Centre to include information on the patient numbers, roles within the Medical Centre and specialists' roles they are supported by, and the role CS has in the Medical Centre.

### **2. Chairs Report**

- LS read her report. Information in the report included that the committee has 10 members (8 patients and 2 members of practice staff) and the number of meetings held since the 2023 AGM.
- 1 member from the committee is currently undergoing training to become a Walk Leader for the monthly Wellbeing walks that take place from the Medical Centre.
- The Patient Participation Group has welcomed the set up of our newly formed Dementia Group. This has kindly been funded by a local charity for the first year of operation.
- The Dementia group is also being supported by 5 members of the committee.
- 4 members of the committee have undertaken Safeguarding training and are successfully supporting patients who are housebound by visiting patients in their own homes.
- The 1<sup>st</sup> edition of the "Patient Focus" newsletter was published in Summer 2023. The committee is currently making plans for the next edition to go live for Summer 2024.
- 6 members of the committee have continued to aid the practice by providing support for patients using the health kiosk equipment for the designated Blood Pressure Clinics.
- The Committee members have continued to help at the yearly Flu Clinic which was held in October 2023 in which the practice is thankful for.
- LS ends the report covering that the committee is excited about the opportunities to further strengthen the Patient Participation Group and thanks all members for their commitment, dedication and passion shown in the last year.

### **3. Terms of Reference**

**Terms of Reference version 4.1 had previously been on the Agenda in the PPG meeting on the 21.02.2024. This document was shared with all members via email on the 01.03.2024 requesting if anyone has any suggestions for review. This will then be on the Agenda in the PPG meeting on the 20.03.2024.**

### **4. Committee Members**

- LS informs the group as per the Terms of Reference no Re-Election needed as the Express of Interest for Chair was raised in the Patient Participation meeting on the 21.02.2024 – no one has volunteered for this position at this time therefore LS will remain Chair on a temporary basis. LS asks if all agree to this. All replied in favour.
- SB queried if both himself & ER were full committee members as they alternate attending the meetings – The committee is happy with this, and this system works well for the connection with the Medical Centre and Foston Neighbours.
- SB stated that Foston neighbours were glad to be involved with the Patient Participation group.

### **5. Annual Declaration of Commitment**

- CS advises that there will be no change to the Annual Declaration of Commitment and that members will be asked to re- sign this document in the PPG meeting on the 20.03.2024.

### **6. Thank you**

- CS thanked everyone for their commitment over the last year and that she is excited for the projects planned for 2024.
- TB from Long Bennington Charities is introduced to the group and again thanked by LS for attending the PPG AGM.
- TB informs the committee that the charity is happy to continue to support patients in need within the community. They are currently supporting a patient who needed assistance with their garden.

### **7. Any other business**

- LKS thanks all the PPG members for their continued support and is grateful with the progress the group has made over the last year.

**Next PPG Meeting 20<sup>th</sup> March 2024.**