

THE VIEWS EXPRESSED IN THESE MINUTES ARE THOSE OF PPG MEMBERS AND NOT NECESSARILY THOSE OF THE RINGMEAD MEDICAL GROUP

MINUTES OF COMBINED RINGMEAD AND SANDHURST PPG AGM MEETING HELD AT RINGMEAD MEDICAL CENTRE (GREAT HOLLANDS EDUCATION ROOM) ON MONDAY, 19 FEBRUARY 2024 AT 1.30 p.m

PRESENT

Dave Gumm
Alan Brown
Carole Doran (part meeting)
Beryl Kingsnorth
David Ainslie
Mike Blackman
Mike Butcher
Samit Gaba
Viv Gunner
Tania Hewitt
Karen James
Tina McKenzie Boyle
Rita McNicholas-Gumm
Mike Routledge
Vera Routledge
Sylvia Trevis
Andrew Turner
Pat Whitehead
Peter Wolton

Practice

Dr Aloysius (part meeting)
Dr Sachdev (part meeting)
Martyne Vermaak (part meeting)

APOLOGIES

Richard Fenny
Andrew Turner
Margaret Timm

1. Dave Gumm, the current Chair of Ringmead PPG welcomed everyone to the AGM and introduced the Guest Speakers from the National Institute of Health and Care Research Studies (NIHCRS).
2. Bernadette Bergay and Dr Aloysius explained the work and studies undertaken by the NIHCRS and its interface with GPs. The NIHCRS is separately funded by NHS England in this area and works in partnership with it to improve the health and wealth of our patients. There are currently 15 clinical research networks, each in turn hosted by local clinical research networks. The network in our area is run from Oxford and called South Midlands local clinical network. GP Practices were asked to identify patients who might be suitable for each particular research by the networks and this is not necessarily 'drug related'. It can be related to life styles, questionnaires and specific illness related. The local clinical network will establish various research teams and the results of their findings are delivered back to the network, enabling healthcare providers to deliver better care and direct it to where it is most needed. Research may involve tests, monitoring, patient empowerment, self-management of long term

illnesses, including long term emotional and mental health effects. Current studies have included those directed at younger age groups, specific examples quoted as TIGER (eczema in children) and Asthma studies in those aged 12 years and above and DaRe2 THINK - study on atrial fibrillation. The Research Teams provide equipment to GP Surgeries and where sufficient patients are involved, that equipment is donated to Practices. The Group found the presentation and limited question and answer session useful and informative and the Chair thanked the representatives for their time and assistance.

All studies have inclusion/exclusion criteria which can be viewed on Practice website. GPs will Interrogate their EMIS systems to identify suitable patients for research but it should be noted that hospital and private research are on completely separate pathways.

Should members wish to learn more, these are the links provided:

pcresearch.tvsm@nihr.ac.uk
bepartofrrsearch.nihr.ac.uk

The Chair thanked the guest speakers for their time and they left the meeting with Dr Aloysius.

3. The Group received a report on the current progress relating to the Patient Information Desk. Initial volunteer training has begun and it is confidently expected that the first interactive sessions will take place as follows:

BIRCH HILL SITE - Tuesday 9 April 10 a.m. - 1 p.m.

CROWTHORNE SITE - Tuesday 16 April 2 p.m. - 4 p.m.

SANDHURST SITE - Tuesday 23 April 2 p.m. - 4 p.m.

It was agreed that as a general principle, local volunteers will man these sessions to avoid unnecessary travel. Those volunteers that have not input their details are asked to return information on the appended sheet to the Group Secretary by the end of this week who will ensure it is forwarded to Sylvia Trevis who will be liaising with the Practice.

Dr Sachdev confirmed that the Practice will provide all the training and leaflets required for these sessions and will also provide training for any volunteers who have been unable to fully complete all training.

Volunteer rotas will be set up as soon as possible and a full report on progress to date is appended to these minutes.

4. **PRACTICE REPORT** - Dr Sachdev advised that a 'targeted CQC inspection was currently happening within the Practice. The outcome will not change the current CQC rating for the Practice which is 'good'. Staffing since the merger has been critical and this has been reported to both current PPG groups. It is hoped that the CQC will take this into account when presenting their current findings. Due to the current shortage of clinical staff, the Practice has been unable to offer as many appointments to patients as it had hoped. Currently I.T. Is a big issue for the Practice which needs to be resolved by external Technicians. The Practice is now using A.I. where it is 'within normal parameters' KLINIK forms still need to be reviewed by clinicians.
The Practice has been meeting with local Pharmacies regarding prescriptions and other matters as well.
Shifting patterns of information means that things are changing almost weekly to meet the needs of both the Practice and patients.
Dr Sachdev advised the Group that the Practice was not yet ready for another public meeting. He felt that our PPG was very active and helpful.

The Chair thanked Dr Sachdev who left the meeting with Martyne.

5. **MERGER OF RINGMEAD AND SANDHURST PPGs** - this was unanimously agreed and

a suitable logo will be produced to incorporate something acceptable to everybody.

6. **ELECTION OF OFFICERS FOR MERGED GROUP 2024** - based on nominations received, the following Officers were elected:

CHAIR - Dave Gumm
JOINT DEPUTY CHAIRS - Alan Brown, Carole Doran
SECRETARY - Beryl Kingsnorth

7. **TERMS OF REFERENCE AND CODE OF CONDUCT** - the current drafts contain references to Support Group and Virtual Groups, both needing to be managed. There were no volunteers to take on this role so it was agreed that the current drafts would be amended to exclude both until those interested were contacted and canvassed to see if someone was prepared to take on this role. The Secretary will circulate a revised draft by the end of the week and attempts to contact those interested will be made.

With regard to the suggestion that members should step down after a specified period, the Group unanimously agreed this was not in the interests of keeping our PPG going as it was by no means certain that new members would come forward to join a full Group.

In response to a question, the Chair confirmed that a total Group of 18 would be manageable. Meetings would continue bi-monthly on the 3rd Monday of the month at the current time and venue which suited most members and the Practice.

8. **ANY OTHER BUSINESS** - a letter has been sent to residents in Sandhurst by our local MP setting out issues that have been faced by the Practice and how these have been addressed, together with proposals for the Information Desk, not yet in the public domain. In response to a direct question as to how the MP's office obtained the names and addressees, it has been confirmed that the information was extracted from the Electoral Roll. This has been queried and we await further information in this respect.
9. Date and time of next meeting - Monday, 15 April 2024 at 1.30 p.m. Venue: GT Hollands Education Room. Secretary to send list of proposed meeting dates to Martyne so that the Venue can be booked. Martyne will generally attend as the Practice representative and the PPG will invite clinicians as agreed by the Group.
10. There being no further business the Chair closed the meeting at 3.30 p.m.