



## MINUTES OF THE SCMP PPG MEETING MONDAY 4<sup>th</sup> DECEMBER 2023

- 1) **Present:**  
Kevin Brice (Chair), Berry Kipping, Renae Laybourn, Mike Bilton, John Clark, Mary Clark, Jeff Sayer, Elizabeth Sayer, Viv Crouch, Tina Tripp.  
  
**Members recorded thanks to Suzanne Sleeman for providing mince pies and drinks for this meeting.**  
  
**Thanks also goes to the PPG knitting club ladies for their knitted Christmas gifts to the committee.**
- 2) **Apologies**  
Mark Hooper, Suzanne Sleeman
- 3) **Minutes of the last PPG Committee Meeting held Monday 6<sup>th</sup> November 2023**  
The minutes were accepted as a true record.
- 4) **Matters arising from the minutes not covered by the agenda**  
There no matters arising not covered by the agenda.
- 5) **Practice Update / PPG Engagement – Practice Manager’s Report (Suzanne Sleeman)**  
In the absence of Suzanne, there was no practice update
  - Members noted the spikey bushes outside the surgery had been removed.
- 6) **Written Reports:**  
**Practice Community Engagement - Viv Crouch**  
**Drop-in for women’s health – Monday 13<sup>th</sup> November 2023 – 1pm**
  - Dr Rasool chaired the first patient practice meeting regarding women’s health. The question and answer session as particularly successful with patients feeling at ease speaking about concerns that they have. ***The topic for the next meeting was agreed to be polycystic ovaries. This meeting will take place on Monday 11<sup>th</sup> December at 1pm in the meeting room at the practice.*** A poster advertising this event has been posted on SCHP PPG FB page and Stifford Clays Community Form FB page.
  - Open to everyone in the community.**Drop-in for hearing help**
  - Hearing Help Essex will be available to assist patients at SCHP on Monday 11<sup>th</sup> December 9.30am – 12 noon.
  - Open to everyone in the community.**PPG knitting club**
  - Another successful month with the PPG knitting club members working hard for our charities and the local community.
  - Last week, Dave from Get Started Art, distributed all the crotchet and knitted blankets to several local residential homes for people to use on their laps during the cold winter months, which was warmly welcomed by all. Dave kindly sent

photographs of some of the ladies who had colourful blankets on their laps and beautiful shawls around their shoulders. A huge thank you to the SCHP PPG knitting club members for working so hard from June of this year to ensure that these blankets were available for the winter months.

- Dave (from Get Started Art) is also running a programme for mental health. He designed and had printed thousands of colouring-in books, starting with very easy patterns and working up to very intricate patterns.
- These books, and pencils, were gifted to hospitals, care homes, local groups and centres that care for special needs children.
- I took a photo of the members of the Thursday social club enjoying colouring in these books and it appeared in the local Gazette newspaper with a quarter page write up on the project and its success.
- Next weekend, my husband and I will deliver wicker baskets of hand knitted Christmas crackers and other Christmas themed covers (filled with chocolates) to all the staff of the charities that we support throughout the year. Baskets will be given to our two local chemists for their staff and of course a basket will give gifted to the staff at our practice.

#### PPG library at the practice

- The adult library continues to be a hug asset for our patients, who borrow and contribute books to this useful PPG initiative.

#### Vision overseas

- Spectacles are collected two or three times during each month and given to PG

#### tv monitor

- The TV monitor was reprogrammed on 25<sup>th</sup> September. I have been in the practice several times this month and have not seen the TV monitor on once. Is there a problem?

#### Covid vaccination at schp hub

- The last session for covid vaccinations at the hub took place on Saturday 2<sup>nd</sup> December 2023.
- Carol Fahey has regularly given information on the PPG face book page about opening times.

#### Friday 15<sup>th</sup> December – Christmas Celebration Fayre and Golden Oldies gGotto at Headon Hall – 1pm to 5pm.

- All welcome. Tombola, mulled wine, mince pies, crafts and paintings and lots more. The Thursday Headon Hall club (with 3 members of the PPG in attendance), will have a stall, raising money for Alzheimer research.

#### Facebook

- A great deal of information has been put on SCHP PPG face book page and Stifford Clays Community Forum during the past month. Most of this information is provided by the Practice Manager and it has helped give patients vital information about current and forthcoming events.
- VC added, since promoting the SCMP PPG Facebook account on the Stifford Clays Community Hub Facebook, membership numbers had increased from 373 to 498 in one week.

#### **Acorn Hub - Mike Bilton**

- The tables at the Christmas Bazaar are all taken, numbers continue to fluctuate at the bingo and the baby massage is temporarily suspended.
- MB added, baby sessions ceased until April 2024. Alzheimer's Group was proceeding well.

#### **External Health Bodies / Wider Community Engagement - Kevin Brice**

##### PPNG (Patient Participation Network Group)

- Members agreed the PPNG be discontinued due to lack of interest from other PPGs and the prospective PCN PPGs being established.

#### N.A.P.P. (National Association for Patient Participation)

- No further communications from NAPP  
[www.napp.org.uk](http://www.napp.org.uk)

#### PCNs (Primary Care Networks)

- Awaiting contact from Vikki Ray at Grays PCN re-PCN PPG.

#### Healthwatch Thurrock (HW)

- HW Thurrock Advisory Group met on 31 October 2023
- HW Thurrock bid for a piece of work around attitudes towards cervical screening uptake via Healthwatch England was declined, but we may look at this as a separate piece of work next year to still feed into the national agenda.
- 'Making Safeguarding Personal': This piece of work is commissioned by Thurrock's Adult Safeguarding Board.
- 'Discharge Pathway Report: Patient, Carer and Professional Lived Experience': This piece of work is commissioned by the Transfer of Care Hub (TOCH) with the aim for Healthwatch Thurrock to produce a qualitative report on the lived experience of discharge pathways in Thurrock.
- This air table link will take you to a simple form where you can feedback anything to us and can choose your name as well so we can see who has fed into it/where the feedback has come from

#### **Advisory Group Air table Link:**

<https://airtable.com/appmxTqWoY5e4USzb/shrPhTi4Xlm1daeSC>

- HW Thurrock has started sending out quarterly / seasonal newsletter's and you can sign up via this air table link here: -

<https://airtable.com/appmxTqWoY5e4USzb/shrx5rX0QqQkF7sly>

#### Peoples' Panel (Under Healthwatch Thurrock)

- Awaiting information about the future of the two remaining Integrated Health and Wellbeing Centres.

#### **7) PPG Updates:**

- TV Monitor:  
Some members expressed concern that the TV monitor was often not operating. It was thought the time lapse on the TV set needed to be reset. -  
**Action KB/SS/VC**
- Staff names and photos on noticeboard  
Work in progress SS
- SCMP Information Patient Leaflet  
VC produced a copy for approval by the practice  
**Action VC/SS**
- Appointment Systems (To notify patients waiting in reception they can proceed to their appointment)  
KB and VC to visit Hassengate Practice, Stanford-le-Hope, in the New Year  
**Action VC/KB**
- 2024 PPG AGM  
Thursday 11 April 2024

#### **8) AOB**

- Orsett Hospital / Integrated Medical & Wellbeing Centres  
In the absence of Mark Hooper, there was no additional news about the future of Orsett Hospital and the two remaining IMWCs.

- It was suggested that a St John's Ambulance contact at the surgery be trained to provide blood tests at SCMP. Concern was expressed about the insurance implications.  
**Action: Referred to SS for comment**
- The reliability of the signing in screen at the surgery was discussed. Concern was expressed about children "playing" on the screen, causing it to malfunction. It was suggested a notice be placed on/b y the machine to indicate this was not a toy and was important in order to release care navigators (receptionists) from registering patient duties.  
**Action: Referred to SS for comment**
- The Chair welcomed John and Mary Clark as new members of the SCMP PPG.

**9) Proposed Meeting dates for 2024**

Members confirmed the following PPG meeting dates for 2024: -

- Monday 8 January 2024
- Monday 5 February 2024
- Monday 4 March 2024
- Monday 8 April 2024
- Thursday 11 April 2024 AGM
- Monday 13 May 2024
- Monday 3 June 2024
- Monday 1 July 2024
- Monday 5 August 2024
- Monday 2 September 2024
- Monday 7 October 2024
- Monday 4 November 2024
- Monday 2<sup>nd</sup> December 2024

**10) Date of Next Meeting**

**The next PPG meeting is at 12.00noon on Monday 8 January 2024**

**In closing the meeting, the Chair wished everyone a Merry Christmas and a Happy, Peaceful and Healthy New Year.**