

**Wickford Health Centre
Patient Participation Group**

**Monday 13th July 2015 @ 4.00pm
Wickford Health Centre**

In Attendance:

| | |
|--|-------------------|
| Ray Hilliard (RH) Chair | Jan Hilliard (JH) |
| BL | JD |
| ME | JS |
| Jayne Johns (JJ) Practice Manager and minutes | |

1. Apologies

IC, AE

2. Minutes of the Meeting held on 4th June 2015

Minutes were accepted as accurate.

3. Update/Briefing on Wickford Health Centre

See item 4

4. Future of Wickford Health Centre Building (feedback from meeting with representatives from Basildon Council and NHS Property Services)

JJ confirmed that she, along with Dr Tayo and Marguerite Cutting attended the meeting on 23rd June at the council offices. The meeting was also attended by representatives from NHS England, NHS Property Services and Basildon Councillors. Apologies were given by Tom Abell, Chief Officer at the CCG but he sent a representative on his behalf. No representatives from London Road Surgery and Applewood were present.

Dr Tayo spoke at the meeting and informed the group that following discussion with our PPG and Dr Rai from Applewood surgery our preferred option for both practices would be to co locate within the proposed Market Square facility. Kerry Kavanagh from NHS England reported that the application for The Market Square site was re submitted and a decision is awaited. RH reported he thought it was been heard again in the next couple of weeks. The general consensus is that permission will be given.

During the meeting it was agreed that in order to explore and understand the options available for the two GP practices in Wickford Health Centre a survey of the existing building will be undertaken and discussions will take place with the Local Authority to identify any opportunity for expansion of the existing practice or possible relocation to an adjacent site. It was also requested that

both surgeries submit a business case outlining their requirement and ambitions for the future delivery of services within their respective practices.

5. Feedback on SEMC Locality PPG Meeting

RH wasn't able to attend the June meeting. He feels that the group should include representative from all local surgeries as well as someone from the CCG Board.

6. Purchase of defibrillator for Wickford High Street

JJ reported that she had received a letter from the Alan Ursell of the Robert Frew Medical Centre (RFMC) PPG with regards to the possible purchase of a defibrillator for Wickford High Street. The letter was asking if we are able to put a collection box in the Reception area.

The group discussed the request and some concerns were raised, mainly about the security of any collection box whilst in the Health Centre. If a box is located by the reception would it be assumed that reception staff would be responsible for its security? The discussion also flagged up a previous query; what would happen to the any money collected if not enough funds are raised were raised and at what point would that be decided.

RH to contact Mr Ursell about the proposal and seek clarity on concerns raised.

7. Recruitment of new members for actual and virtual group

JJ gave out a draft poster and draft patient form with regards to encouraging patients to join a Virtual PPG Group. The group accepted the poster/form and JJ confirmed that the poster would be laminated and put up in Reception and the forms will be left/given out to patients.

8. Date of Next Meeting

The group agreed that the meetings should now take place every two months and the next meeting is scheduled for Tuesday 7th September at 6.00 pm. JJ will amend the Terms of Reference (TOR).