

Kelsall PPG Meeting

Tuesday 18 Sept 2018

Kelsall Community Centre

Minutes

Present : Humphrey Claxton (Chair), Caroline Stein (Vice-Chair), Michele Grant (Secretary), Dr Claire Baker, Julie Johnson, Lynn Howe, Nick Kuszniir, Alan and Jen Bottomley, Andrea Lockwood, Jennifer Williams, Hilary Fergusson, Arthur Wycherley, Christine Wilde, Fiona Smith, Davina Crawford-Young, Pam Lewis

Apologies: Vicki Ratchford, Janet Dunning, Val Armstrong, Beverley Price

Humphrey welcomed our new members Davina, Fiona and Pam.

Minutes of the last meeting

Agreed

Matters Arising from the Minutes

All covered within agenda

Survey

1450 surveys have been distributed to all households in Kelsall, a volunteer is distributing to people in Utlington and a dropbox is required for Ashton Hayes Community Shop.

The aim is for a 20% return.

There are collection boxes in the Coop and Morris Dancer. A stall will be set up either inside the entrance or outside the Coop (according to weather) on 5/6 October to spread the word and encourage more returns of surveys. PPG members will staff on the stand.

Update on the Medical Centre

The distribution of the survey has prompted some feedback to the surgery. There are some patients who are not aware that a new surgery is being proposed, despite multiple channels of publicity. It was agreed that the ongoing promotion, including the distribution of the survey would ensure everyone would now know.

The CCG meeting is taking place Thursday 20 September and a paper has been submitted for the Kelsall surgery. This is available to view online at https://www.westcheshireccg.nhs.uk/media/1679/primary_care_commissioning_estates_report.pdf

under the Primary Care Commissioning Committee of the Meetings section. The PCC has delegated power to approve the scheme.

NB Since the meeting the CCG has approved the new medical centre.

There are details to be agreed on planning at the meeting on 10 October.

NB Since the meeting we have learnt that the proposal is within the Planning Officer's delegated powers and does not have to go to the Planning Committee

Marketing and Promotion

Nick Kuszniir said that he has further updated the website and it is now very searchable.

The Facebook page is also now up and running. A twitter account has also been set up and Ceri is will be advising on content and management of all social media. The aim is attract 300 followers.

It was noted there was a need to generate news items.

It was noted that the PPG website should be attached to the village website.

Action: Michele to provide Nick with an electronic link to the survey so people can easily click through directly from the PPG website.

Fundraising

Humphrey said he was applying to the Veolia Fund (landfill tax) for £75,000.

Other sources are:

1. **In village** – important for ownership of the scheme and essential for match funding. The Coop is doing a book sale for the Hub. We also need recognition for big donors.
2. **Coop charity** – the PPG will apply for Coop funding in February 2019 for one year. if successful, the Wellbeing Hub will be the Kelsall's charity from November 2019. And at this point the PPG will need to encourage villagers to choose the Wellbeing Hub as their cause, become Coop members and use the Coop for shopping.

Action : Caroline Stein (early 2019).

NB this action is an update on the discussion at the meeting and recorded here for accuracy.

3. **Section 106** – 25% of the Section 106 can be applied for, equivalent in this instance to £40,000.
4. **Trusts** – Beverley Price is currently researching opportunities.
5. **Charity Concert (previously discussed)** – Action: Caroline Stein to pursue

It was noted that Heritage Lottery Funding (HLF) may be worth approaching for equipment at a later stage.

There was a discussion about the need for a Project Plan and whether a Project Manager was needed to support Humphrey. It was agreed that the Project Planner who had offered his help should be approached to fix a meeting with him.

Flu Campaign 2018

Julie reported that unfortunately there would not be a Flu Campaign event this year in the Community Centre. This is because there are three different types of jabs and the vaccine for the 65+ has only one supplier and therefor the surgery cannot be sure of the date of the vaccine delivery.

There will be two Saturday clinics on **29 September** and **20 October**. The group discussed how we might best help promote. It was decided to advertise the Flu campaign on the PPG Facebook page and the website.

Action: Julie to send Michele all the dates and Michele to circulate to PPG members. Nick to put up dates on the PPG website as a news item.

E-consult and Digital Services

It was noted that the online seminar link circulated to members of the group proved not to be as relevant as anticipated as it was on the subject of on line digital services. Dr Claire Baker said the challenges of e-consult are that it was not always possible to deal with patient symptoms and queries by email. There was concern expressed that e-consult may not be particularly helpful to the Kelsall practice.

Friends and Family

The level of the responses to MJOG have been low this period (2%). There were 18 responses in June, 36 responses in July and 22 responses in August. The responses are very positive all “recommending” or “highly recommending” the surgery.

Julie said that the text in the comments box doesn't get captured and that the hard copies are therefore better for that. Davina noted it is difficult to get the survey form to allow you to add comments, so disappointing that they cannot then be collected by the surgery.

Date and venue of meetings

Next Meeting : October – Thursday 18

Subsequent meetings: Tuesday 11 December and Thursday 14 February.

Action : Michele to book the Community Centre for the December and February dates.

Any Other Business

It was noted that St Phillips Church has postponed the launch of its fundraising, which is helpful in reducing the number of projects seeking funding in the village at the same time.

There being no other business the meeting closed at 18.50