

**Friends of the Ridgeway Surgery**  
**PPG meeting minutes**  
**Tuesday 5<sup>th</sup> March 2024**

**Present:**

Ella Thompson  
Cicely Thomas  
Naomi Joy Powell  
Anne Wakefield  
Ian Campbell  
Stuart Bates  
Pippa Boulton  
Karen Evans  
David Jones  
Paul Astley

**Apologies:**

Wendy Rigby  
Sandra Bennett

Minutes taken by: Ashleigh Dodd

Everyone happy with minutes from last meeting.

**Pippa Boulton – Risk Stratification**

Pippa started the meeting by introducing herself to the group. She explained her job role (Information Governance Manager) within the ICB which entails ensuring data protection and confidentiality is being adhered to within different organisations and that the correct governance and security is in place. She explained the importance of risk stratification and the reason why data is used and shared. Pippa also explained what shared care record is and information about opting out.

PB passed around a draft leaflet about “Using your data to plan and support better care” for the PPG to look at and give feedback to make sure the message regarding risk stratification is clear, simple and easy to understand. KE asked if this could be sent to her in a word document so she could edit. Any thoughts/ideas to be passed to Stuart. Leaflet is **not** to be shared.

Stuart Bates then asked the group a variety of questions regarding data being shared and their thoughts on this. Everyone agreed that they thought it was a good idea for non-identifiable data to be shared to help plan services that prevent people from becoming unwell. He would appreciate if members could provide answers to a number of questions (which Ella will email around) by Friday and email them to [stuart.bates4@nhs.net](mailto:stuart.bates4@nhs.net).

## **Paul Astley – Queens Cross Network**

Paul Astley, Manager, from Queens Cross Network attended the meeting to advise the group about the different services Queens Cross has to offer and to advise if there was anything different the surgery could do to help patients who have a disability. He advised that the surgery could organise members of his team to go along with patients to their appointment if they have difficulty in doing this and they will help with any follow up appointments. GP's can also refer any patients they feel are eligible to Queens Cross.

Queens Cross is a drop in disability hub which offers a number of different services such as a vision support service, deaf support service, enabling community support to help people live independently in their own home, provides activities such as yoga and dance, provides personal discrete care and much more. Paul brought leaflets to the meeting with information about the different services offered which will be put up in waiting rooms/added to newsletter. Pauls email to be passed to Ian.

## **Newsletter**

Ian circulated the draft newsletter to members prior to the meeting. A couple of people got back to him with contributions about what they would like to see in the newsletter.

A group decision was made regarding what will be added to the PCN or Ridgeway newsletter. It was suggested that the new friends and family learning points is added and also a piece of writing from a GP.

It was agreed that:

- Info regarding AAA screening to be added to both newsletters.
- Ella to get a list of dates and locations where the extended hours will take place and send to Ian (put in a table format).
- Karen's edited notes regarding PCN's and shingles to be added.
- Information regarding "Our Healthcare Team" to be trimmed down to one line each.

Ian took notes and will create the Ridgeway newsletter first and will draft the PCN newsletter ready to be discussed at the next meeting.

## **Paper leaflets to hand out on Aortic aneurysm**

CT kindly offered to attend the surgery to hand out the leaflet regarding aortic aneurysms. Ella happy for this to be done whenever. Ella to also find out if this just applies to men or if women can have the screening too.

## **Surgery report**

Surgery report briefly discussed. Info regarding spring boosters & measles to go in newsletter. ET to ask new GP's/staff to attend the next meeting if possible.

## **AOB**

- Group to let Cicely/Anne know if they want anything added to PCN agenda.
- Patient Participation Policy to be added to next agenda.

## **Important Future Dates:**

Joint PPG/PCN meetings at Northway:

- 9<sup>th</sup> April – 6.30pm
- 2<sup>nd</sup> July – 6.30pm
- 1<sup>st</sup> October – 1.30pm
- 7<sup>th</sup> January 2024 – 1.30pm

Ridgeway Surgery PPG:

- 7<sup>th</sup> May – 6:30pm
- 3<sup>rd</sup> September – 6:30pm