

**Bampton Medical Practice**  
**PPG Agenda Wednesday 13<sup>th</sup> November at 16:00pm**

**Minutes – non-verbatim**

**In Attendance:** Vanessa Gillott, Jojo Foster, John Ordish, Robert Chapman, Jeff Knight, Pauline Evans, and Pauline Hawkins

**(R) – Response/Rely**

**(O) – Outcome**

- Minutes signed off from last meeting in July – Will upload to Website.
- Discuss anything that was raised from last meeting minutes – Dr Gray was unable to attend our meeting today, the members would still like Dr Gray to introduce herself, we discussed rebooking for a lunchtime instead to fit around Dr Gray's schedule.

**1. Senior Partner Long-term sick**

**(R)** Offered their best wishes to our partner who is currently on longer term sick and explained the importance of how this affects the practice in the long-term with appointments and capacity and how it affects the practice financially.

The PPG have asked if there was anything like this similar in the future to happen if they could be notified before our patients. So, they can help support and guide our patients.

**2. We are advertising for another HCA position and also looking for temporary nurse to help with our increased dressing demand.**

**(R)** Explained the abbreviation (HCA) – Health Care Assistant, this position is now on hold as we have now managed to find extra cover internally.

Asked that we do not abbreviate if possible. i.e. DNA – Did Not Attend as not everyone understands the abbreviation.

**3. Promoting the PPG to get more participants? – for someone to Volunteer from the group to come into reception and promote the group and get patients to join.**

**(R)** The members are incredibly happy to come and promote the PPG (Patient Participation Group) and encourage more of our patients to join.

Would like to have badges – with the full name of the group- Patient Participation Group Member)

**(O)** JF to order Badges.

**4. PPG to get more involved with the practice, with helping to encourage our patients to be more responsible for their own health. Also, if they would like to do an observation of the practice surroundings (Reception/Carpark) and give feedback on any physically improvements needed at both sites.**

**(R)** The members are incredibly happy to take this opportunity to provide feedback and observations on the practices and offer any insight into any improvements we can offer from a patient's point of view.

It was mentioned that in the Carterton Health Centre it can sometimes be hard to differentiate between Carterton and Burford Practice receptions, also that because the receptionist sits around the corner due to, confidentiality reasons when working on the computer, they cannot always see who is at the reception window. Sometimes patients are reluctant to ring the bell, so could be waiting at the window for a while.

**(O)** There are plans to change reception around at both sites, but we will await the observation first before making any definitive plans.

**INITIALS/SIGNATURE:**

VRO 28 January 2025

**AOB:**

- Briefly discussed the new housing and how this will impact our capacity on the practice, as discussed before, we have no powers over housing developments or how they impact the capacity on the practice. When planning is put in place for any new housing developments, the local authorities (Council), have a range of specialists work together to make sure when building new homes that this balances local priorities with the need to comply with national legislation and frameworks. If you have any questions about this development and how it is affecting local priorities, this would be something that you would need to bring up with the council not the practice.
- It was mention does our practice have funding for any PA (Physician Associates), our PCN (Primary Care Network), does not employ PA's due to concerns that PA's are currently unregulated in the UK and rely on a doctors oversight to do their job, so their impact is constrained by the numbers of doctors, which can in turn take away training opportunities from doctors and their patient safety.
- To print colour version of our posters in relation to other community services available and also promoting the PPG. Will leave copies for our member P. Evans at Carterton reception to collect and distribute.

- ❖ New meeting date provisional booked for Wednesday 15<sup>th</sup> January 2025 at 13:00 pm
  - ❖ This was rescheduled for Tuesday 28<sup>th</sup> January 2025 at 13:00 pm

**READ AND SIGNED OFF:**

**NAME: JOHN ORDISH – CHAIRMAN**

**SIGNATURE:** J. R. Ordish

**DATE:** 28 January 2025