

Silverdale Medical Centre

Meeting	Friends of Silverdale		
Date and Time	Wednesday 6 th June 2018 at 1pm	Location	Silverdale Medical Centre
Chair	Joanne Wright	Minute Taker	Joanne Wright

Attendees	
Marian Coupe, Sandra Coombe, Bipin Brahmhatt, Joanne Wright, Caroline Roberts.	
Apologies & non attendance	
Brian Bedder, Shantilal Valand. (Apologies) Dikshika Mistry & Mehboob Mahomed,	

No	Actions	Who
1	<p>This was a special meeting, called by Mr Bedder at the last meeting, for the group to pool their ideas to create a solid advertisement for new members to join Friends of Silverdale, to be used in the practice, on posters, to be distributed around the village and to be placed in the Thurmaston Times.</p> <p>Attending members began by discussing their ideas/plans for the new meeting room and the grand opening. Sandra had already emailed the suggestion that a local child that had achieved/overcome something could be part of the opening ceremony, and invited nominations of children that might be suitable, with one child's name being "drawn out of a hat."</p> <p>Sandra had also suggested that Defibrillator training take place, as there is now a machine located at the library on Silverdale Drive, but many people may be put off from using it without some form of training. Also a paediatric first aid course for new parents was suggested, or even a general first aid event for anyone interested.</p> <p>Marian has a Dementia Friend trainer on standby to come in and talk to patients about becoming a Dementia Friend, as soon as the room is available.</p> <p>Mr Valand had sent a letter in, with his apologies, with suggestions of things we need to promote, such as the facilities available at the practice, including the languages spoken by clinicians, respecting the surgery rules and attending your appointment. Reducing medicines waste by only ordering what is required, promoting health screening, e.g. breast and bowel screening programmes.</p> <p>Bipin suggested that the PPG be mentioned on the back of prescriptions to all patients. Post meeting note: This has now been done. He also informed the group that Age concern normally have a list of what the current monthly health promotion is, so that we can correspond with similar promotion material in practice. Joanne to investigate further.</p> <p>All present suggested that the meeting room could be a big selling point, that talks/presentations on all kinds of subjects, not just health issues could be arranged and the group would welcome ideas and input from new members to help to facilitate this. Once up and running, a bi-monthly Coffee Morning could be arranged. The problem being that staff would not have the time to supervise these meetings/arrange tea/coffee etc, we would need volunteers to help with this.</p> <p>Joanne read out the current information on our website, which is factual and to the point. Joanne also showed the group some colourful posters that she had devised for a previous promotion which they all approved of.</p> <p>Sandra suggested a leaflet be created, with further information about what the group has achieved over the years, that people can take home to look at, as well as</p>	JW

No	Actions	Who
	<p>simple, basic information on posters to grab patient's interest. Sandra to bring in leaflet created for her playgroup as an idea of the sort of thing required. All agreed.</p> <p>Things that need to go on posters/leaflets: For members of Silverdale Medical Centre Only We welcome new patients, new members and new ideas. This is your practice We welcome suggestions for use of this space Promote the meeting room availability</p> <p>A new, briefer application form is to be created and Sandra, very kindly, said that she would come in and collect any completed applications and contact the patient herself to tell them all about the group.</p> <p>JW to come up with suitable poster/advertisement and send round to members for approval. Also to create new, updated PPG application form and create a system where Sandra is informed when there are any to collect. Once approved, Friends of Silverdale to be responsible for distributing posters in the community and forwarding to the Thurmaston times. A noticeboard, specifically for the PPG to have their information on is now required as soon as possible so that this can all be actioned.</p> <p>Mr Bedder arrived for the meeting on Thursday 7th June, by mistake, and sends his heartfelt apologies to the group for missing this meeting. Sandra has brought in the leaflet for her playgroup and offered the services of Amy, her colleague to help with the design if necessary.</p>	