

**DUNSVILLE MEDICAL CENTRE**  
**MINUTES OF PATIENT PARTICIPATION GROUP**  
**HELD ON 4<sup>TH</sup> JANUARY 2006**

**Members of Staff Present**

Joan Wright - Practice Manager  
Paulette Davis – Reception Manager

**Apologies:**

Kath Letten  
Geoff Letten

**Committee Present**

Chairman - Brian Ross  
Vice Chairman - Fred Fielden  
Treasurer – Brian Jackson

**Members Present**

Stan Thompson  
John & Carol Anscombe

**Patients Present**

Sheila Carrick

**Guest Present:** Rose Cousins, Community Planning Officer, DMBC

Rose is responsible for East 1 Community Forum for the DMBC. She explained there is a £50,000 grant available for projects within East 1 for the whole year of which £17,000 is left which has to be used before the end of March 2006, the maximum amount that can be applied for in any one application is £5,000.

The group would like to make an application for funds from the remaining grant available, after a discussion with all present it was agreed to submit an application for equipment that would be used for Healthy Lifestyle clinics and would also be available for people in the community who are not patients at Dunsville Medical Centre.

The application needs to be submitted before the 10<sup>th</sup> January 2006, Joan Wright to action.

Rose agreed to find other sources of grants/funds that may be available for the group.

**Minutes of the Last Meeting**

The Minutes were read and the Committee agreed that they were a true record of the proceedings.

**Bank Account**

The proceeds of the coffee morning are now banked.

**Website**

Joan and Paulette agreed to get the Website on-line as soon as it was convenient  
The results of the Surgery Survey taken last month are to go on the Website.

### **Fund Raising**

The high backed chair was now available for patient use in the waiting room.

### **Items for Discussion**

#### **Scratch Cards/Christmas Tombola**

£264.00 had been raised from the scratch cards and tombola, this amount was passed to the Treasurer for banking.

#### **AGM**

The AGM will be held on Wednesday 1<sup>st</sup> February 2006 followed by a normal monthly meeting. A copy of the constitution is to be made available to the Treasurer and Vice Secretary by the Chairman.

#### **Increasing Patient List Size**

A discussion took place on how to encourage new patients to the practice. Fred Fielden agreed to deliver practice patient information leaflets to new housing estates in the practice area.

An interesting discussion took place on holding a 'Health Fayre' in the local community centre, the attenders would be informed that Dunsville Medical Centre Patient Group had organized the fayre, this may encourage new patients to register. Ideas put forward to promote the fayre were editorials in the Free Press. The Practice Manager was also to have an editorial in the Free Press stating the practice is now registering new patients within the practice area, she would also take the patient group idea for a health fayre to the practice team meeting on 11<sup>th</sup> January for discussion/ideas from the team.

A brainstorming session is to be held at the next meeting in February for ideas for the health fayre, the Practice Manager thought some members of the practice would also attend with ideas.

The agenda for the Health Fayre would then be decided at the March 06 meeting.

Brian Jackson is to obtain costings for the hire of the Community Centre

**Next Meeting Wednesday 1<sup>st</sup> February 2006 at 6.30pm.**

