

LYME BAY MEDICAL PRACTICE

MINUTES OF STEERING GROUP PATIENT PARTICIPATION GROUP MEETING

HELD AT LYME REGIS MEDICAL CENTRE ON TUESDAY 11TH MARCH 2025 AT 2.30 P.M.

1. Welcome and identification of participants:

Jane Gregory (chaired meeting), Caroline Aldridge (Co-Chair), Alan Kennard, Jane Godfrey, Colin Bowditch, Shirley Williams, Penny Duffield, Emma-Jane Loveridge, Andy Taylor, David Hardman, April Boyle and Sarah Hill (Practice Managers), Joanna Scotton (Secretary).
Emma-Jane Loveridge was welcomed as a new member of the Steering Group.

2. Apologies: Elaine Taylor, Susan Gale.

3. Minutes of the last meeting were proposed as correct, seconded and adopted.

Matters arising:

(a) Lobbying Dorset Integrated Care Board (ICB) in support of the Public Health Collaboration's Diet and Lifestyle course for all newly diagnosed diabetics.

No further action on this has been taken since Sharon Rust, Commissioner for Diabetes Intervention (ICB) left her post mid-2024, and her successor confirmed that Dorset Healthcare would not be offering funding support for the course recommended by Dr. Sue Beckers, for which people currently have to pay.

Dr. Sue is probably aware of this, but since Vicci had been unable to follow through with Dr. Sue, the Steering Group felt there should be some final liaison with Dr. Sue. Joanna to liaise with Vicci in the first instance, and then Dr Sue.

Action – Joanna Scotton

(b) Car parking concerns at Lyme Regis Medical Centre

New path from car park up to Medical Centre is completed – safer for patients.

Jane Gregory wrote to the Headmaster of Woodroffe School, again asking that parents do not use the Medical Centre car park as a pick-up point or cause problems by parking at the entrance. The Headmaster replied that he has frequently reminded parents about this issue, but will do so again, reinforcing the health and safety concerns.

Yet more examples of unsafe activity were reported to the meeting, including that by a large school bus. Jane Gregory to take this up with the Education Authority.

April has been monitoring the situation, taking photographs as evidence of unsafe/illegal parking, to pass on to Dorset Council. Belinda Bawden, Dorset Council, has not yet contacted Sarah Hill – Caroline Aldridge offered to chase up Belinda if Sarah does not hear from her shortly.

Action – Jane Gregory, April Boyle, Sarah Hill, Caroline Aldridge

(c) PPG video

Sarah still to check that the video is on the television screen in the waiting room.

Action – Sarah Hil

Sarah would like to know what patients would like to see on the waiting room t.v. screen. – Joanna to email the membership asking for ideas before the content is changed in the next couple of weeks. Joanna will then forward suggestions to Sarah. One idea was the names of practice staff with their photograph.

Action – Joanna Scotton/Sarah Hill

(d) PPG notice boards and red comments boxes

Jane Gregory is planning on creating a PPG 'identity' for the notice boards. In the meantime she will update the content and liaise with Susan Gale who looks after the Lyme Regis notice board.

Action Jane Gregory, Susan Gale

(e) Open Meeting and A.G.M.

Joanna had investigated venues – Woodmead Hall is a non-starter as it is booked every weekday evening, and it was felt that the sound system was not adequate at Lyme Regis Football Club. Joanna had made provisional bookings at Lyme Regis Baptist Church and Uplyme Village Hall. Parking remains a concern at the Baptist Church so the group agreed that Uplyme Village Hall was the best option. Joanna to confirm this booking for the evening of 23rd September 2025.

Action – Joanna Scotton

(f) Steering Group membership

Joanna had contacted those members who will have been part of the combined Lyme Regis/Charmouth PPG for 4 years come April this year, explaining they will have to stand down, but could re-join the group if numbers do not exceed 15, as per the Terms of Reference.

Vicci Stocqueler and Jane Mansergh have come off the Steering Group for personal reasons, as has Peter Hodges (though he had not served 4 years).

Joanna emailed all Virtual Group members, asking if anyone would like to join the Steering Group, but no-one came forward, except Emma-Jane Loveridge who had previously applied.

This meant that David Hardman and Shirley Williams who had served the last 4 years (and many before that!) could remain on the Steering Group, as they wished to.

Current Steering Group members:

Caroline Aldridge/Jane Gregory (Co-Chairs), Joanna Scotton (Secretary), Alan Kennard, Penny Duffield, Andy and Elaine Taylor, Colin Bowditch, Lynnette Ravenscroft, David Hardman, Susan Gale, Shirley Williams, Emma-Jane Loveridge.

It was agreed that 13 is an adequate number for meetings.

Steering Group Meeting Dates:

Future meetings will be held on the 4th Tuesday of each month. Therefore,

Steering Group members please note: dates for 2025 are:

27th MAY 22ND JULY 23RD SEPTEMBER 25TH NOVEMBER
(Open Meeting)

(g) Travel vaccines

The Practice now requires 12 weeks' notice for travel vaccinations and is also now limiting its travel vaccinations to only those that are available on the NHS. The Practice website is being updated to reflect this and will show what vaccinations they provide. Patients who require other vaccinations need to go privately - information is available on-line, including the Travel Clinics at Exeter, Dorchester and Yeovil, who are the experts on what is required.

All patients can request their immunisation record from the Practice.

4(a) Practice Report – attached herewith to minutes.

Don't forget – if anyone would like anything included in the Practice Reports, please let Sarah or April know, or email in to the PPG email address.

(b) Issues raised by members.

No comments in the red boxes.

Caroline Aldridge raised a question about Ambulatory Blood Pressure Monitors (worn by the patient for a 24 hour period). Caroline had been waiting 5 months for this piece of equipment, having been told there were 11 patients on the waiting list, and the Practice only had one machine. April explained that, apart from being very expensive, specialist staff training is required to operate it. However, neither April nor Sarah were aware there was only one machine, with a waiting list, and will look into the matter.

Colin Bowditch reminded the Practice Managers that the Rotary Club is open to purchasing equipment for the surgery (especially now that the League of Friends has closed down).

Penny Duffield asked how often the Blood Pressure machine in the waiting room was cleaned? The machine is cleaned daily. However, the Practice Managers will place clinical wipes by the machine for patients to use.

Action – Sarah Hill/April Boyle

5. Request from patient for names of duty doctors to be displayed in Charmouth surgery waiting room.

April will arrange for this to be done, and Sarah will also consider the same at Lyme Regis.

Action – April Boyle/Sarah Hill.

Date of next meeting: 27th May 2025, 2.30 p.m at Lyme Regis Medical Centre

Minutes – Joanna Scotton