

## **Minutes of a Meeting in Private**

**Wednesday 4<sup>th</sup> January 2005**

**New Oriel Hall, Bath**

### **1 Attendance**

1.1 Forum Members present: Ann Harding [acting chair], Margaret Douglas, Diana Hall Hall, Ben Rogers, Keith Spinks, Jill Tompkins.

1.2 Health Advocacy Partnership Staff Present: Paul Howard

1.3 Apologies: Kathryn Herneman, Howard Wreford-Glanville, Derek Thorne, Andrea Morland.

1.4 Frank Howarth had not renewed his membership of the Forum, but would continue to do his GP visits.

### **2 Members' Declarations of Interests**

2.1 There were none

### **3 Minutes of the meeting in private of 30 November 2005.**

3.1 The last page had been stapled in the wrong order. Members also commented that they could not read everything on the recently circulated staff allocation table, and would like it dated.

### **4 Matters Arising**

4.1 Members wanted to know more about Practice Based Commissioning. It was agreed that the Forum would ask Derek Thorne who is dealing with it for the PCT, and invite that person come to the Forum meeting on 8<sup>th</sup> March.

4.2 Practice visits. It was noted that Ann Harding and Margaret Douglas had done visits, and that Ann Harding had been promised that members would receive the patients' surveys in advance. It was suggested that members ring in advance of visits, to see how easy it was to get through.

4.3 Members agreed to ask when the number of choices to be offered to patients changed from 5 to 4 choices [as on today's news].

## **5 Meetings to cover**

5.1 Strategic Health Authority meeting tomorrow [5 Jan] – there had been no information on their web site when Ann Harding looked. Jill Tompkins would go, and raise the issue of lack of information.

5.2 12<sup>th</sup> Jan PCT meeting Howard Wreford-Glanville was due to attend. Ann Harding would ring him to confirm.

5.3 13<sup>th</sup> Jan O&S. Jill Tompkins would attend. It was likely to be in Keynsham.

5.4 20<sup>th</sup> Jan joint O&S on Keynsham consultation. It was agreed that the Forum would listen to the public, then send a written response to the consultation. It was felt that Keynsham should not be disadvantaged or advantaged, and the issue of transport – especially to Paulton Hospital – should be raised. Members agreed to ask for clarification on whether B&NES PCT would buy beds at Hengrove [new build hospital].

5.5 12<sup>th</sup> January. Ann Harding would go to the Keynsham Consultation. It was agreed that the Forum would ask how much has been spent on the consultation.

5.6 25<sup>th</sup> Jan reconfiguration meeting. Margaret Douglas had put herself down for it. Ann Harding would also try to attend. Jill Tompkins would attend from RUH Forum.

5.7 27<sup>th</sup> Jan Keynsham consultation in Fears institute. No-one could attend.

## **6 Work for 2006**

6.1 Howard Wreford-Glanville had given his ideas on RUH, but could not be present to discuss them. Jill Tompkins was willing to put the idea of joint work to RUH Forum at their meeting on 11<sup>th</sup> January. Ann Harding would e-mail him and suggest that he went to the RUH Forum meeting.

6.2 Follow through on palliative care. Sarah Hudson of RUH was to send stuff and she had spoken to Karen Shirley and Maggie Crow [also RUH people]. Margaret Douglas had left messages three times and had yet to get a response. It was agreed that Paul Howard to write to Derek Thorne to chase progress. It was also agreed that Keith Spinks and Margaret Douglas would review what had been done and not done regarding palliative care, then write to Derek Thorne on the remaining issues.

6.3 Ann Harding would like to do more on Out of Hours fact finding – RUH and Paulton end. It was agreed to contact Derek Thorne about this. RUH visit in February if possible – on a Saturday. 4<sup>th</sup> or 25<sup>th</sup> Feb Ann Harding, Keith Spinks, Jill Tompkins, and Diana Hall Hall would visit.

6.4 Dental issues. Ann Harding read from letter from the Primary Care Trust dated 1 December, in response to an enquiry at PCT Board meeting. It was agreed that the Forum would visit Sawclose informally, then Rush Hill if needed. Ann Harding, Diana Hall Hall and Keith Spinks would go. It was agreed to try for Monday 27<sup>th</sup> February at 9.15 a.m.

6.5 Choose and Book. Members noted that there had been a piece in the Bath Chronicle the previous night. It was agreed to ask someone to the February meeting to talk about it. Ann Harding thought Mike Bowden was coming to the April meeting in public. Paul Howard to check.

6.6 Core standards. The Forum needed a timetable. It was agreed that the Forum needed to clarify from the Healthcare Commission by what date the Forum submission must be received and whether it had to go through the Primary Care Trust board.

6.7 Hill View. The Forum agreed to visit and to inform Sylvia Corrie of the AWP Forum, and invite their members to participate. 15<sup>th</sup> March in the morning was suggested. Margaret Douglas wanted to know how many people Dean Henderson had under him.

## **7 Any Other Business**

7.1 Young People – Kathryn had met with Shaun McGall. Ben Rogers to contact her.

7.2 Leaflets drawn to attention of the Forum – St Martin's. Review of Keynsham Hospital, School Health Service, Planning Your Discharge.