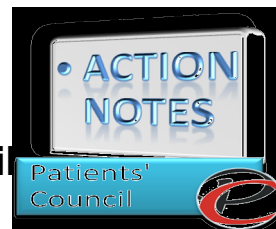


**Blackburn with Darwen Patients' Council**  
**6<sup>th</sup> August 2008, 10am to 12 noon**  
**The Montague Health Centre**



**Present**

Andrew Prugar  
Anne Ray  
Brian Spencer  
Bryan Hammond  
Lesley Spencer  
Madhubala Pandya  
Saeed Anwar  
Paul Mainwaring

**In attendance**

Liz Hudson  
Martin Howe

**Apologies**

Alan Moore  
Derek Estill  
Ray Ashworth  
Susan Anne Loynds  
Paul Mainwaring

**1. Introductions**

Members welcomed Martin Howe who is currently working for Blackburn with Darwen PCT to develop a new primary care Mental Health Service.

**2. For Information**

Contact details of members were distributed to all members for their information.

**3. Mental Health Services**

Martin Howe advised members that he is currently developing a new Primary Care Mental Health service in Blackburn with Darwen to be operational at the beginning of 2009. They are working on a number of elements including service user and carer involvement to be integral in the planning and delivery of the service. Martin is looking for the Patients Council to play a role within this development and would be grateful if we could supply him with ideas/ways in which we could be involved.

Members were advised that the new service is going to be added to current services to fill the gap between primary and secondary care services. This will be a single point of access service and they are currently in the process of recruiting the team which will include; advanced practitioners, personal advisors, councillors, community development workers and support staff. Patients who wish to access this service can self-refer. Post-natal depression will be covered under the new service.

Members discussed the following issues:

- Increasing number of mental health issues amongst the BME community
- Stigma attached to mental health
- Telephone assessments
- The need to engage with people who don't access services who need to
- Training for front-end staff that deal with first point of contact.
- Advertisement of the new services.
- Ensuring that the leaflets advertising the new service are patient friendly. Members suggested providing the proof reading service to do this and a Patients' Council kite-mark with a unique reference number will be issued if deemed patient friendly.

**ACTION**

- A member of the mental health stakeholder group to attend the Patients' Council meetings to update members for comments.
- Possibility of having a road-show to hand out the literature advertising the new service.

**Action: Work up some ideas to market the new mental health service.**

Paul Mainwaring  
09/09/08

**Action: Obtain statistics on mental health within Blackburn with Darwen and get a breakdown of mental health statistics within the different communities.**

Bryan Hammond  
15/08/08

**Action: Collate member's ideas/ways in which they could play a role in the development of the new primary care mental health service.**

Liz Hudson/Barbara  
Allen  
15/08/08

**Action: Forward copies of the presentation given to Liz Hudson to distribute to all members.**

Martin Howe  
08/08/08

Members requested an update from Martin Howe at the next Patients' Council meeting in September which will be held at the Daisyfield Centre.

**Action: Liaise with Martin Howe to arrange the next Patients' Council meeting in September to be at the Daisyfield Centre and invite Martin Howe to attend to give an update. Also make necessary food arrangements.**

Martin Howe/  
Liz Hudson  
01/09/08

#### 4. Future of Group

It was agreed that future meetings should be held monthly on the third Tuesday of every month from 10am – 2pm at the Montague Health Centre with the exception of the September meeting which will be held at Daisyfield.

**Action: Send out a 12 month diary of future meeting dates to all members.**

Liz Hudson  
09/09/08

Members are to inform Liz of any topics that they wish to be updated on at future meetings to ensure we can arrange suitable guest speakers.

It was agreed that there should be a delegated member to meet and greet and guests. Bryan Hammond agreed to be the member to meet and greet guests.

Members were advised that the NE Patients' Council are currently in the process of producing a newsletter for the NE sector of Greater Manchester and that eventually we should look to do this at Blackburn with Darwen Patients' Council.

It was agreed that there should be two delegated members to deal with any media requests for Patients' Council opinions on issues relating to health. It was agreed that Madhubala Pandya and Brian Spencer would deal with media requests and that they will receive training on how to deal with media enquiries.

**Action: Arrange for Madhubala Pandya and Brian Spencer to receive media training.**

Paul Mainwaring  
09/09/08

It was agreed that there should be a delegated letter writer for the group and Andrew Prugar agreed to be the delegated person. Any correspondence will be typed up by Patients' Council administration support and sent out on Patients' Council letterhead.

Members were offered a Patients' Council e-mail account to which Brian Spencer and Andrew Prugar advised they would like.

**Action: Arrange for Brian Spencer and Andrew Prugar to receive a Patients' Council e-mail account.**

Paul Mainwaring  
09/09/08

## **5. Expansion of Membership**

Members were informed that, due to other commitments, the following people no longer wish to be members of the Patients' Council; Susan Ann Loynds, Derek Estill, Alan Moore, Ray Ashworth.

Members were advised that a request to become a member of the Patients' Council had been received from Brian Todd of the Older People's Forum.

Members agreed to refuse Brian Todd membership on the grounds of his behaviour at previous meetings and his attitude towards the Patients' Council and its members in public. However members did agree to invite another representative of the Older People's Forum to attend as an associate member.

Members agreed that we need to start recruiting further members for the group. Members also discussed the issue of how people become members.

It was agreed that members would begin to recruit individuals via various groups they have connections with and that the potential new members would be sent a member application pack by Liz Hudson and then attend 3 meetings and have an internal interview by other members. Current members will then confirm that they grant/or reject membership.

**Action: Forward recruitment policy to all members.**

## **6. Discussion around appointment of Chair and Vice Chair**

Members agreed that Paul Mainwaring should remain stand-in Chair and that this should be reviewed in 6 months time by members.

Liz Hudson  
09/09/08

Members were requested to think who would be a suitable Deputy Chair.

**Action: Members to recommend suitable Deputy Chair to Liz Hudson.**

## **7. Expenses**

Members queried the mileage allowance of 23p per mile and it was agreed that this would be looked into and that Paul would try to raise this to 31p per mile and 40p per mile for car share.

All Members  
09/09/08

**Action: Get clarification on travel expenses for members.**

Members were advised that all expenses would be paid via BACS direct to member's bank accounts.

**Action: Members to give Liz Hudson their bank details for Paul to pay any expenses incurred.**

Paul Mainwaring  
09/09/08

**Action: Request a stationary allowance for members from BwD PCT.**

All Members

**8. TOR**

Members were advised that the Terms of Reference needs to be adapted to incorporate Blackburn with Darwen's aims.

09/09/08  
Paul Mainwaring  
09/09/08

**9. AOB**

Members were given details of a World Class Commissioning event that is taking place on 21<sup>st</sup> August. All members advised that they would like to attend.

***Action: Register members as attending the World Class Commissioning Event on 21<sup>st</sup> August.***

**10. Date of Next Meeting**

Tuesday 16<sup>th</sup> September 10am – 2pm at the Daisyfield Moss St Blackburn, BB1 5JT. Apologies to Liz Hudson (0161 766 9323 or [liz.hudson@patientscouncil.org.uk](mailto:liz.hudson@patientscouncil.org.uk)) by 9<sup>th</sup> September.

Liz Hudson  
08/08/08