**PPG Committee Meeting**

**Thursday 17th April 2p.m. at The Banks Surgery**

**1. Those present**: Geoff Moulds, Carolyn Necklen (Treasurer) Pat Haswell, Jason Fitchett, Ann Childs

**2. Apologies**: Mrs. S Clay, Jane Steel

The Chair being vacant, following the resignation of Heather Canham, Carolyn Necklen agreed to chair the meeting

**3. Minutes of the previous meeting** – these were agreed and signed as a true and correct record of events

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|  |  |  Action to be taken |
|  |  | Who by? | when |
| **4** | **Matters Arising from those Minutes -*** Dr J Fitchett reported that the results of the recent Patient Survey had been gratifying – 135 completed surveys had been received, mostly from questionnaires distributed by practise staff to patients attending at the practise; responses to postal requests, and via the website had been disappointing. The results have been displayed in the waiting room, and are posted on the website. The results had been mainly very positive, with most respondents being very satisfied with the surgery – however, the ongoing problems with the limitations of the premises, and the regular use of locums were highlighted by a number of respondents. Dr Fitchett advised that in fact there had actually been greater stability of GP staffing in recent months.
* Four people had expressed interest in becoming involved in the PPG committee – they had been emailed, but no replies had been received.
 | Carolyn?Jane? | To be contacted again ??? available for next meeting? |
| **5** | **Appointment of New Chairperson -**Dr Fitchett nominated Carolyn Necklen, this was seconded by Pat Haswell – CN accepted the nomination, with the proviso that she would resign her post as Treasurer, nominating Geoff Moulds to be her successor in this post, seconded by Ann Childs. GM accepted this nomination. PH agreed to take minutes when available. |  |  |
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| **6** | **Future events*** **Autism Awareness - 17th May.** Ruth has been contacted; after Easter she will advise re speaker/ autism specialist
* An offer has been received to bring a stall selling Phoenix cards – will make added attraction. Accept
* Autism society to be contacted for leaflets etc
* PH unlikely to be available on the day, but will prepare & put up posters etc. Some to be laminated by surgery for outdoor use.
* Advertising – PH will print 15+ posters, some to be laminated by surgery for outdoor use – CN will email poster to PH. GM has coloured paper. Posters to be posted by 3rd May
* Consider advertising in Echo, Trader, leaflets to schools and notice boards in Seagrave and Cossington as well as Sileby
 | CarolynCarolynGeoffPat Geoff CarolynCommittee | Before 3rd Mayasap |
| **7** | **Any other business -*** Geoff Moulds had identified six areas in the village which might be suitable for building a new larger Health centre; he enquired if the committee & practise would approve his pursuing enquiries regarding these areas. Dr Fitchett indicated his approval, & the committee asked him to continue his enquiries.
* Planning of future meetings, events – all members to advise Carolyn of dates they are unavailable; programme of meetings, events &AGM to be prepared for whole year. Where appropriate, to be published in summer edition of Talk@Sileby, copy deadline 30th June.
* People who had via Questionnaire, indicated interest in joining PPG committee, and had left email addresses, to be advised of those dates.
* Ann Childs showed a copy of a Health and Wellbeing booklet, produced by Barrow *Parish Council?; it* includes lists of local surgeries, etc – should The Banks be included? Dr Fitchett concurred, AC will arrange.
* Pat Haswell had visited Conservative Club and viewed the skittle alley; she confirmed that it would be suitable for evening meetings, and that there would be no charge (on the assumption that visitors would utilise the bar!)
 | Carolyn/JaneAnn Childs | When possible |
| **8** | **Date of Next Meeting -** June 12th time and venue to be decided when it is known if any new members wish to attend. |  |  |
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