**Westdale Lane PPG Minutes of the AGM at the Surgery on 31st January 2019**

The Chairman Alan Bexon, Secretary Margaret Hicking and members present were elected to serve for another year.

Present: Joyce Kerry, Tony Pitman, Frank Shaw, Paula Watts

Apologies: Malcolm and Pauline Ely. Sam Smith.

Minutes accepted and the following Matters arising:

No matters arising

Alan Bexon reported from the North and East Group and had circulated a recent News Letter.

Tony Pitman was introduced and welcomed to the committee. He is a new patient at the surgery.

1. Practice manager Paula reported that there are no staff vacancies. The plans for the extension of the surgery were progressing well with just one or two minor checks to be signed off before work could begin. The work should cause minimal disturbance to the surgery as it was mainly the back of the building which was to be extended. This week there has been a Deans visit which checks the suitability of the practice for training G.P’s.
2. The plans to undertake a questionnaire with a very concise list of questions have now been printed. Thanks go to Malcom and Pauline for their work in preparing this. Looking at dates it was thought that week beginning March 25th was the best time to carry this out. Paula has the survey copies and badges would be available to members of the PPG, on the rostered day.

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| Mon. am. Reception to hand out leaflets |  |
|  Tues. 9.00- 11.00 Alan | 2.00-4.00 Joyce |
|  Wed. 9.00- 11.00 Margaret |  |
|  Thurs. 9.00- 11.00 Tony | 2.00-4.00 Joyce |
|  Fri. | 2.00-4.00 Malcom and Pauline |

If any other members can fill in the free spaces please let Margaret or Alan know. Otherwise reception will hand out the survey leaflets.

A.O.B. Alan reported that there is an EMASH meeting on the 14th February

Joyce reported that St Francis Hospital was now being used as rehabilitation for those no longer needing a hospital bed but awaiting supportive packages for when they go home. Also there is an innovative CRP blood testing machine which will soon be ready for use in surgeries.

It was noted that the receptionists do a great job. Thank you.

**Date of next meeting. To be arranged? 2nd or 16th May 2019.**