

# **Green Street PPGC Meeting – Thursday 17<sup>th</sup> May 2018**

## **Commencing at 6pm**

### **In Attendance:**

Janet French (JF) Chair

Debbie Pennington (DP) Secretary

Heather King (HK) Practice Manager

Keith Stone (KS)

Sue Cook (SC)

Lesley Goble (LG)

Tony Meier (TM)

John Ungar (JU)

### **Apologies**

Apologies were received from John Masters, Martin Cannon, David May, Emma Ducklin and Dr Daniella Penge Peter Diplock did not attend.

### **Minutes**

The Minutes of the meeting held on 19<sup>th</sup> April 2018 were agreed.

### **Newsletter**

The Newsletter will now go out to patients as the May edition. It was agreed that the order should be for 1,000, a single A4 sheet, printed in colour on both sides at a cost of £360.00. JF would check the content to ensure any dates mentioned were still relevant and also add a short footnote regarding the new build.

### **Bank Account**

The bank account stands at £750.00 with the receipt of the £500 from the Practice.

### **Notice Boards**

The Notice Boards are still a cause for concern in terms of clarity and relevance of content. JF confirmed that she would discuss this with Donna and also work with HK on the PPG Board. The Practice has new health information television screens in the waiting areas for patients and the content shown there should tie in to the Notice Boards.

JF would also forward a draft Mission Statement for comment, taking account of the suggestions received.

### **Any other Business**

JF confirmed that she had made contact with the Chair of the PPG for Enys Road and it was agreed that a meeting would be arranged when dates on the new Clinic were more settled.

### **New Build**

The Planning Application has been submitted.

**Date of next meeting** – Thursday 28<sup>th</sup> June 2018.