**Minutes of the Patient Participation Group meeting**

**Held on 20th of June 2018**

**Present:** S. Perryman (Chair), Practice Manager Jo Lees, Elizabeth Perryman, Marilyn Thompson. Martin Hill, Karen Kelland.

**Apologies:**

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| **Item** | **Description** | **Action** |
| 1 | **Minutes** of the May meeting passed as a true record. |  |
| 2 | **Matters Arising not otherwise on the agenda**:  None |  |
| 3 | **Patient Feedback:**   1. Feedback form received praising the on line system for prescribing. Another received did not like the new system 2. Friends and Family response was 98% positive from a survey of 369. 3. No meaningful feedback has been received yet from the young people’s feedback forms. | **JL** |
| 4 | **Practice update**  One new Practice Nurses have commenced in role, Sal O’Neill  One Care-Co-ordinator has also left, however we have taken on 2 more both of which will also support the secretaries.  Dr Ransome will retire on 11th July. Currently recruiting for new GP  The new building plans are progressing. As this moves forward we would like involvement from PPG | **JL** |
| 5 | **Health and Wellbeing** |  |
|  |  |  |
| 6 | **Communications**  **Noticeboard:** To be maintained by the PPG members. |  |
|  |  |  |
| 9 | **Focus Of The Month:**  Continue as last month - Preparation for Holidays | **JL** |
| 10 | **Any Other Business:**  Website: Can we add the PPG minutes and surveys to the website. Also information regarding recruiting.  Jo would like the group to became self-managing eventually with a chair and secretary. To be a patient led group with the practice attending for the relevant section – Review terms of reference with confidentiality clause for the new GDPR. The possibility of setting up a PPG email. |  |
|  | **Date and time of next Meeting: Wednesday 15th of August at 6:30 p.m.**  **All Welcome** |  |