

**Minutes of PPG Meeting
held at Kingfisher Surgery
on
Wednesday 27th August 2014**

Present:

David Jones; Harriet Marshall; Jean Forrest; Sandra Adkins; Wendy Church; Eva Bangle; Martin Neville;
Moyra Forrester

Apologies:

Sylvia Chapman; John Burnett

Minutes of last meeting: (30th July 2014)

These were agreed and accepted as a true record of the meeting

Matters arising:

These were discussed under Item 6 – Work Plan

Updates/News from the practice:

Harriet informed us that things were moving forward and the new policies were still being implemented. Each member of staff was working with a 'buddy' which would enable them to cover for that person should they be absent at any time.

All staff, including the bank staff, will receive training.

There is still a little resistance from some staff with regard to the changes that are being implemented.

The new website is up and running but members of the group commented on the lack of information on it. Sandra and Moyra had been looking at the websites of other surgeries, and a discussion followed about this and suggestions were made as to what we would like to see on our website. Sandra distributed papers with very useful ideas of what we could do to give patients as much information as possible. Harriet said this would be helpful for the further development of the website.

Harriet told us that patient numbers are just below 6000. If we want to expand our numbers we will obviously need a larger building. This is something for the future after the procurement process is completed.

Report from Congress:

As John was not at the meeting there was no report this month

Work Plan:

Please see attached updated work plan

Any other business:

David mentioned that we need to attract some younger people to the PPG as it is a requirement of our funding. We discussed various ways this could be done. A notice in the surgery, on the website and in a newsletter (when we have one) to invite younger people to join us, and to ask younger people who we have contact with, were a few of the ideas put forward.

David informed us that Christine Aldridge has decided to withdraw from the PPG.

Date of next meeting: Wednesday 24th September at **7.15pm**;

Wednesday 5th November (provisional)

The meeting closed at 8.45pm