

Minutes of the BHGP Patient Participation Group Meeting held on Tuesday 16 June 2015

Present: RD, LE, AH, WHL, ML, JM, D S, CW, ER, AW, Dr Arun Gadhok (part)

Apologies

GL

AB sends apologies but has had to resign from the PPG. JM will check if she still wishes to receive emails relating to the group's activities.

Introductions

AW was welcomed to the group.

Minutes of the last meeting

The minutes were agreed, with the exception of the spelling of ML name.

It was agreed that, in future, the practice staff will send the minutes out to the wider group and they should also be published on the website. Space has also been allocated on the noticeboard to include a summary what has been discussed.

Practice feedback

Dr Gadhok will be leaving the practice to move out of London.

The practice hopes that one of the registrars will be joining the practice, as well as a salaried GP.

There is also some administrative staff movement involving a substantial amount of staff training.

The practice is applying for a grant from the Prime Minister's Challenge Fund, enabling practices to be open 7 days a week. This is currently only at the 'expression of interest' stage.

Terms of Reference

There was an animated discussion about the proposed Terms of Reference for this group and the resultant revision is attached for amendments/comments/approval.

Update on PPG Week

DS distributed leaflets and posters to chemists in the area and encouraged the practice receptionists to hand out the leaflets.

Future communication with the patients

It was agreed that WHL would draft a page about the PPG to put on the website and that a newsletter would be put on hold for the moment.

AOB

The group will attempt to limit future meetings to one hour.

Wai Ha asked members if they wished to attend the Health & Wellbeing workshop on Thurs 25 June.

AH proposed thanks to DS for her efforts.

Dates for the meetings for the rest of the year will be agreed at the next meeting.

Date of Next Meeting

With refreshments available (organised by the practice staff) – 5:30pm 18 August 2015.