

MINUTES OF THE MEETING OF MAYBUSH PPG
HELD AT THE PRACTICE ON WEDNESDAY 31st JANUARY 2018

PRESENT

Louise Gregory – Practice Manager

Dr Ansar Hayat – Clinical Director

Patient representatives –Yvonne Hayward, David Horn, Margaret & John Laister, Munawar Khan, Fazal Mahmood, Janet Turner, Ray Watson.

APOLOGIES – June Collinson, Janet Nother, Margaret & John Wardle.

MINUTES - the minutes of the PPG meeting held on Wednesday 6th December 2017 were accepted.

GROUP CONTACT DETAILS - Ray asked if everyone was happy to let him have their contact details (postal address, phone numbers, email). This information would be for the use of the group only. This was agreed. **Action: Ray**

FOLLOW UP FROM MIDDLESTOWN PRESENTATION ON 6th DECEMBER

There was a wide-ranging discussion as to how the group could become more proactive; deciding itself on what needed to be done, when and how.

Topics included a strapline (as per ‘Middlestown PPG – a bridge to health’), an AGM, periodically changing the day of the week we meet, a noticeboard, the length of our meetings, and having a PPG page on the website.

It was accepted that we need to get a set of ground rules in place as soon as possible. Specifically, a constitution. Ray suggested that the quickest way would be for a small sub-group put together a draft constitution for the whole PPG then to consider. The group would be Margaret Laister, Janet Turner, David Horn, Munawar Khan, and Ray Watson. Date for a meeting to be set. **Action: Ray**

Janet said that it was her experience that the whole group needed to support what we were proposing to do. In the past, nobody wanted to take on the responsibility of an office.

Louise said she would look at the possibility of the group getting onto Facebook – to make contact with younger patients. **Action: Louise**

CQC VISIT- due to take place on February 14th. Janet, Yvonne and Ray agreed to attend and to meet the Inspector. **Action: Janet, Yvonne, Ray**

PRG MEETING (PATIENT REFERENCE GROUP) – David said he would attend on March 7th in place of Janet. Janet said she attended these meetings on behalf of Maybush and needed the opportunity to report on what had happened.

NEXT MEETING

This will be held at the practice on **Wednesday 28th February** at 5.30pm.

The meeting closed at 6.55pm