

**PATIENT PARTICIPATION GROUP
MEETING MINUTES**

TUESDAY 17th JANUARY 2012

Attendees:

Practice Representatives: VF, CL

Patient Representatives: SB, KB, CC, SK, TK, MM, JP, SR, AS

Apologies: JF, AM, CH, DG, CK, PD

Agenda Item	Discussion /Action	By Whom/When
Welcome	All members welcomed	All
Frequency of Future Meetings	Discussed and agreed that future meetings should be held Quarterly during 2012. March, June, Sept. Dec. (exact dates to be confirmed in March)	All
Election of Chair & Deputy Chair	The election of Chair and Deputy for 2012 was discussed. Positions of Chair and Deputy will run for 12 months, after which time another election will be held. Nominations required, one nomination per member, self nomination acceptable. The top 3 nominees will be announced and all members will be asked to vote for one of these. The person with the most votes will be chair and the person with the second most votes deputy. Members present at the meeting put forward their nominations to CL on the night. Remaining Members please let Chris know the name of the person you wish to nominate when you arrive on 20 March or post/email/text/phone your nomination before the meeting for the attention of CL or VF.	All/6.02.12
Members Names Chair & Deputy Nominations	SB, KB, PD, JF, DG, CH, CK, SK, TK, MM, AM, JP, AS	All/20.03.12
Moreton Messenger	CC brought to the attention of the group a Scouts community magazine "Moreton Messenger" It was agreed that consideration could be given to advertising any special forthcoming seasonal promotions within the magazine.	ALL/Future events
Questionnaire	Members informed Patient Questionnaires currently being issued. The questionnaire has questions relating to the practice in general and also the individual clinicians. Each doctor, nurse and health care assistant is given results relating to their practice. The results of the survey will be discussed at the March meeting.	VF
Development of Moreton Health Park	Up to date plans from the developers to be requested.	VF

Wirral GP Commissioning Consortium Patient Council	<p>As requested by the group, VF has obtained 2012 meeting dates from the Deputy Chief Officer. She has been invited to speak at one of our future meetings and has agreed to do so. The next meeting is <u>Tuesday 27th March</u>. After that the meetings are:</p> <p style="text-align: center;"> Tuesday 8th May 2012 Tuesday 10th July 2012 Tuesday 11th September 2012 Tuesday 13th November 2012 Tuesday 15th January 2013 Tuesday 12th March 2013 </p> <p>All meetings commence at 6.30pm</p>	All
Ideas for future Agendas	<p>All members to consider topics and ideas for future agenda items. TK to speak to contact at previous surgery to source future monthly promotions</p>	
Loop Machine	<p>Information regarding the benefits of purchasing a portable loop machine to aide hard of hearing patients was passed to M.M. who has previous experience of this equipment to source comparable systems to be discussed at next meeting.</p>	MM/20.03.12
Resignation	<p>SR informed the Chair of his resignation from the group.</p>	
Next Meeting	<p>Tuesday 20th. March 2012 6.30 p.m. – 7.30 p.m.</p>	
Contacts	<p>Following mobile numbers & email addresses for PPG members to contact VF or CL</p>	