

The Patients' Group Meeting

Friday 15 February, 9.30 am

Minutes

Andrew Wells-King	+	Mo Yeatman	+
Susan Vickers	+	Frances Sivyer	-
Roger Yeatman (virtual)		Jane Currie	+
James O'Meara	+		

	Minutes	Action
1.	<p>Apologies.</p> <p>Apologies were received from Frances.</p>	
2.	<p>Minutes from last meeting.</p> <p>These Minutes were accepted as correct.</p>	
3.	<p>Christmas Party Feedback.</p> <p>Feedback has been positive. Two thank you cards have been received. One comment requested we hold an additional party in the summer, which we will consider at a later date.</p>	
4.	<p>PPG Forum.</p> <p>The next meeting is being held on 28 February. Andy will give a talk to the Forum about our Patients' Group, our aims and achievements. Andy gave us all a draft for approval which we unanimously approved.</p> <p>Andy has also written a brief summary about the Wokingham Clinical Commissioning Group which could go into the next newsletter. We all agreed this would be useful.</p> <p>Andy will update the WCCG article and email both articles to Susan for inclusion in the next Newsletter.</p> <p>We are ready to go live with the first patient survey that the PPG Forum has devised together. Susan gave Andy the contact details of patients in our newly formed Patient Reference Group. After further discussion, it was felt that it would be better that the survey comes directly from the Surgery. Susan suggested that she sends a test email to all those in our Patient Reference group with a link to SurveyMonkey.</p>	<p style="text-align: right;">AW-K</p> <p style="text-align: right;">SV</p>
5.	<p>Newsletter.</p> <p>Our next newsletter is due. As mentioned in 4. above, for inclusion are:</p> <p>Our Patients' Group article</p>	

	<p>WCCG article + Adult Carers (Jane) PALS (Mo) Local support organisations (James) New Relaxation Yoga classes (Susan)</p>	<p>JC MY JO'M SV</p>
6.	<p>Information Booklet.</p> <p>Andy showed us Heath Hill Road Surgery's information booklet and asked Susan whether she would be interested in producing our own booklet. He showed us a copy of their booklet. It contains a lot of adverts which help pay towards the cost of producing it.</p> <p>Susan felt that it would not be appropriate to use private advertising so we will not be producing our own booklet. Susan did, however, say that in June there will be some clinical changes and one of those changes may be having an information TV for the waiting room which could be used to highlight services.</p>	
7.	<p>Charity and Accounts.</p> <p>The total raised so far is now £674.77, including £27 raised from the monthly walks.</p> <p>Our charity for the past year has been Naomi House, and it is now time to decide who our charity will be for the forthcoming year. After discussion, it was agreed that we will continue to raise funds for Naomi House until £1,000 has been reached. In the meantime, we will think about future nominations. Ideas include ME2 Club, a charity supporting children and young adults with special needs join in activities.</p>	
8.	<p>Any Other Business.</p> <p>Andy asked whether the display board showing GP's names & working hours is ready yet. Susan thought that this has been done and she will look into it.</p> <p>Andy gave us all a copy of the latest Patients Matter newsletter.</p>	
8.	<p>Date of next Meeting.</p> <p>Friday 19 April 2013 at 9.30 am</p>	