

Handsworth Medical Practice – Patient Participation Group

Minutes of the Meeting held at Handsworth Medical Practice on Thursday 2nd March 2017

1. Present: Sue Harbour (Joint Chair)
Noel Hayes (Joint Chair)
Bridget Robinson (Secretary)
John Glover
Joyce Hill
Joan Smith
Brian Robinson
Sue Sandell (Asst. Practice Manager)

2. Apologies for Absence:
Gill Tofts (Treasurer)
Laura Bellotti
Senka Zulic
Lorraine Toynton
Zia Rehman
Barbara Bittle
Pat Murrell
Zubeda Skinner
Josie Camplin (Practice Manager)

3. Draft questionnaire was presented to the meeting and various changes agreed. (See revised questionnaire attached)

4. Input from the Practice in the launch. SS advised of the various initiatives that could be undertaken, at the Practice, for the launch.

5. **Action:**

Quantity of questionnaires to be printed: JS will contact the Chair of the previous PPG to ascertain how many questionnaires should be printed.

Launch Date of the PPG: Early May with full PPG participation.

To agree a rota for PPG members to be available at the Practice during launch week.

To discuss fund raising issues. Ideas to be discussed at the next meeting.

9. Date of next meeting: **Tuesday 21st March at 18.00 at the Handsworth Medical Practice.** Please advise me if you are unable to attend:
bravorobinson@ntlworld.com or 020 8502 9898

Bridget Robinson
Secretary