

Central Surgery

Patient Participation Group meeting Minutes

Date: Tuesday 10th February 2015

Time: 6.30 – 7.30pm

Venue: Waiting Room

Present: Paul Gibson (Chair), Dr S Annis, Kate Walker (Practice Manager)
Valerie Cleaver; Audrey Wicks; Bob Fahey; Lynn Hunter; Valerie
Leech; Peter Halford; John Fitchett

Apologies: Dr A Cook; Laura Record; Suzy Allsop; Dorothy Kent; Margaret Howe;

Item	Item	Action	Owner
1.	Welcome, introductions and apologies PG opened the meeting and asked everyone to introduce themselves to the meeting. We welcomed new member John Fitchett	Information	PG
2.	Minutes of the last meeting PG asked if everyone had received minutes of the last meeting. PG went through the items discussed at the last meeting and everyone agreed they were a true record of the meeting.	Information	PG
3.	Matters arising Disabled Parking - PG had received a further response from the council regarding additional disabled car parking spaces in the town's car park. PG told the meeting that we are due to get 2 additional spaces provided on the car park opposite the surgery.	Information	PG
4.	Membership Update It was agreed that the current membership register was complete and up to date.	Information	KW
5.	Suggestions received PG asked if there had been any suggestions received from patients. KW confirmed that she had not received any suggestions either via the website or through the suggestion box.	Information	KW
6.	Discussion topic Volunteering Bob Fahey asked if the Practice had thought of the offer of volunteer help from members of the practice to help with things such as interior painting/data input? Bob went on to say that there are many people who could and would be prepared to offer their time and skills to the practice to help out. Dr Annis thanked Bob for this suggestion and said he would raise it at the next full Partnership meeting. Merger with The Croft Medical Centre Dr Annis gave an update to the meeting on the present situation regarding a possible merger with The Croft Medical Centre. Dr Annis told the meeting that at this stage we were still in healthy discussions with the Partners at Croft. He went on to say that as with any business merger, it is important that all matters are discussed and considered to ensure that any future merge would be in the best interests and meet the needs of our patients and staff. Dr Annis went onto say that we were also in the process of interviewing for a new Business Manager and hoped that there	Information	KW

	would be some news on this at the next meeting.		
7.	AOB There was no other business	Information	
8.	Date of Next Meeting It was agreed to meet again on Tuesday 12 th May 2015 at 6.30pm		