**Midway Patient Participation Group Meeting**

**14th May 2024, 7pm**

Present: (ST) (Practice Manager), (EJ) (GP Partner), (IR) (Chair), (PW), (DB), (OS)

Apologies: SL, AE, SBe

|  |  |  |
| --- | --- | --- |
| **Agenda item** | **Discussion** | **Action** |
| 1. Welcome and apologies
 | Apologies: SL , AE, SBe |  |
| 1. Previous minutes
 | Minutes of meeting Tuesday 6th February 7pm agreed |  |
| 1. Matters arising (including update on action points)
 | a. New date for IT session (session 23/3/24 cancelled) - will now go ahead in the Autumnb. Green impact toolkit – solar panels discussed – EJ/ST to bring up at next practice meetingc. Recruitment of new PPG members – IR to write a paragraph for inclusion in the newsletter/websited. Website FAQ – PW is working on thise. Patient questionnaire – what are patient priorities? PW to work with ST to compile a questionnaire to address points raised in strategy meeting later in the year | STST/EJIR/STPW/STPW/ST |
| 1. Newsletter
 | Ideas for next issue:Surgery fundraising for Rennie GroveNHS AppStats for consultations Jan-June 2024NHS GP survey feedbackFriends and Family survey feedbackPharmacies – first contact/treatment  | ST |
| 1. Action plan for next meeting
 | 1. Staff suggestion box
2. Solar panels
3. Patient questionnaire
4. Recruiting new PPG members
5. IT session
 |  |
| 1. AOB
 | 1. Staff suggestion box – PW suggested this as a way for staff to engage with continuing development of the surgery. EJ/ST to take to surgery meeting
 | EJ/ST |
| 1. Date of next meeting
 | Tuesday 13th August 2024, 7pm, Midway surgery |  |