**BLOXWICH MEDICAL PRACTICE**

**PATIENT PARTICIPATION GROUP**

**AGM MEETING MINUTES**

**TUESDAY 20th JUNE 2017**

**Attendances: Apologies:**

Trevor Hancock Ray Bunn

Nicole Bullingham Julie Hykin

Peter Clarke Maggie Ward

Doris Clarke

Dr Johnson

Annmarie Stubbs

1. Minutes from Previous Meeting:

All agreed a true record.

1. Matters Arising:

We have two new members joining the PPG today, Doris and Peter Clarke. Trevor has given a background as to what PPG is all about.

E-mail address for Doris & Peter given to Annmarie for future contact if need be.

1. Election of Officers:

It was agreed by all that Trevor Hancock shall remain as Chairman, Julie Hykin as Vice Chair/ Treasurer and Nicole Bullingham as Secretary. Trevor informed that out of 63 practices in Walsall, only 18 responded in voting for the PPLG Chair position. Trevor gained 11 out of the 18 votes to remain chairman of the PPLG, and so Trevor is chairman of our PPG and the PPLG. Trevor proposes to raise this matter at the next PPLG meeting on 25/07/2017. Trevor will also liaise with the CCG as to whether all practices have a Patient Participation Group.

1. The Big Conversation Feedback:

The Big Conversation booklet was quite bulky and some material was repeated throughout. We have not yet received any feedback that we could give to the patients. Trevor will raise this at the PPLG meeting.

1. CCG Annual General Meeting Invite:

The AGM will be held on the 4th of July 2017 at Blakenall Village Centre, Thames Road. Governing Body Meeting will be from 1.15pm to 3.45pm and the AGM will be 4pm to 5.30pm. Both of these meetings are open to the public. Trevor and Nicole will try their best to attend.

1. NAPP Bulletin May 2017:

NAPP Bulletin was discussed by all members.

1. Any other business:

* Awareness days: Trevor informed that the recent heart care awareness day went well. Future awareness days will be discussed at the next meeting on 26th of September.

Dates of next meetings:

Tuesday 26th September 2017 at 2pm

Tuesday 14th November 2017 at 2pm