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| **Committee Meeting Minutes** |
| **Present** | Alf Churchhouse (AC), Anne Mitchelson(AM), Linda Griffiths(LG), George Rogers(GR), Christine Morgan(CM) Rebecca Dean (RD) John Featherstone (JF) Stephen Lord (SL) |
| **Apologies** |  |
| **Date** | Tuesday 12 January 2016 | **Time** | 10.00 – 11.30am |
| **Location** | Heald Green Health Centre |
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| **Item**  |
| 1 | **Welcome and apologies** The Agenda was agreed. Stephen Lord and Rebecca Dean were welcomed to the meeting. RD receptionist at the Health centre is the new PPG link and is assisting its development. SL has volunteered his support and is now formally co-opted onto the committee. |
| **2** | **Minutes of Committee meeting 20 October 2015*** The minutes of the October meeting were agreed as a true record
* **Matters arising –**on the Agenda
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| **3** | **Review of PPG Cheese & Wine social –** 3 December 2015* Generally the evening had gone well although attendance could have been better
* Catering was discussed and AM went through items to adjust for next year and would email the amended list to CM
* Members discussed whether the social could move to another time in the year and/or maybe have some refreshments at the May AGM

**Action:** No decisions were made and this would be reviewed at the next committee meeting in March  |
| **4** | **PPG development*** LG, CM & RD gave feedback on the very positive discussion with Dr Owen and Dr Wright on 6 January about the PPG development and priorities for this year-notes of the discussion had been circulated to the committee
* Key aims for the PPG are to encourage wider representation of people attaining the Health centre & to look at the kind of support needed to help people at risk from diabetes & heart disease
* GR reminded the group of someone who had undergone considerable weight loss and was willing to volunteer to set up a group.

**Action:** CM - Healthy Stockport to be contacted for advice & Shirley Hamlett at the CCG CM & LG were due to meet with Ingrid Brindle, Chair of Thornley House PPG in Hyde to hear about the work they are doing there and will feedback at the next meeting |
| **5** | **Future planning & developments**2016 PPG meetings* Thursday 4 February – Rebecca Dean will talk about range of services in Stockport and Dr Owen’s will outline what is available at the practices.
* Thursday 7 April- change of date – TBC Healthy Stockport
* Thursday 5 May Annual General Meeting + Update from Stockport together TBC
* Thursday 1 September – TBC
* Thursday 6 October – Speaker from Dr Wright’s practice
* Thursday 1 December – Social evening TBC
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| **6.** | Communication & Website review* Advertising the PPG was discussed & better use of digital prompts i.e. text/email/website were discussed & LG offered to explore contacts for putting up posters at the local mosque too
* PPG Board in surgery to be updated CM/LG
* CM to forward website review issues to RD

**Actions:**  to be followed up by LG, CM & RD  |
| **7.** | **Any Other Business**There was no other business so the meeting closed. |
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| **Date and time of the next Committee meeting** |
| **Date** | Tuesday 8 March 2016  | **Time** | 10.00 – 11.30am |
| **Venue** | Heald Green Health Centre |