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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 8 March 2016 | **Time** | 10.00 – 11.30am |
| **Location** | Heald Green Health Centre |
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| **Item**  |
| 1 | **Welcome and apologies** The Agenda was agreed.  |
| **2** | **Minutes of Committee meeting 12 January 2016*** The minutes of the January meeting were agreed as a true record
* **Matters arising –**on the Agenda
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| **3** | **Review of PPG Meeting –** 4 February 2016* All agreed that the presentations and information given by Dr Owen and Rebecca Dean had been excellent.
* It was noted that the Health centre offers a wide rage of services locally both from the two practices and from the treatment room too.
* CM wondered if it would be possible and/or desirable to have an open day involving both practices and treatments available via the CCG
* Discussion around how to publicise meetings/events as well as posters and question asked about notifying patients by email and/or text

**Actions:** * There was such a lot of useful information and it is intended to get the key points onto the website so that it can be shared more widely with the patient population- RD to liaise with CM to get this done
* RD to raise issue of possible open day with partners and staff & to follow up possibility of using email & text for information of events and the TV screen to publicize meetings
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| **4** | **PPG development*** LG/CM gave feedback from their meeting with Ingrid brindle, PPG Chair in Hyde at the practice with Dr Amir Hannan
* LG/CM valued the time, support and information shared by Ingrid and some offers to share some of their resources such as the facility to make Health Pledges
* It was interesting to note how different members of the Hyde PPG took the lead for certain things such as running a food bank or offering legal support for will making for example
* It was agreed to have a plan for the next 12 months with two main aims of:
1. Enabling more patients to take advantage of patient access online to appointments, blood test, prescriptions and records
2. To develop and encourage people to make simple health pledges to improve or maintain quality of life and use the Hyde website to publish them and evaluate how this goes over the year.- Both of these initiatives link with empowering people to take more control(self-care/management) of their own health especially those with Long Term Conditions
* Recruitment across a wider representation of the registered patient population was discussed and various ways of doing this discussed. SL had tried talking to 12 neighbours to gauge interest/knowledge of the PPG & it was clear some nudge/ incentive was needed.

**Actions:** CM to write/develop a new PPG information leaflet & to see whether information about the PPG could go in other local publications such as Stockport newsletter |
| **5** | **Future planning & developments**2016 PPG meetings* 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* RD follow up discussed under item 3 as to increasing use of website & text/emails
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| **7.** | **Any Other Business**1. Heald Green Societies afternoon is on May 14h & it was discussed if the PPG wanted a presence there- agreed that CM would contact organizer and SL, CM & AC would attend the afternoon
2. AM had contacted Signpost re dementia support & possible drop ins and gave the committee feedback that the existing one run by Signpost was well attended and another on not currently needed.
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| **Date and time of the next Committee meeting** |
| **Date** | Tuesday 24 May 2016  | **Time** | 10.00 – 11.30am |
| **Venue** | Heald Green Health Centre |