

Stovell House Surgery  
Patient Participation Group (PPG)  
Minutes of meeting 12 May 2016 at 19.15

Present: Valerie Beagley (VB), Tracey Hague (TH), Caroline Knight (CK), Alex Miller (AIM) and Ann Miller (AM),

Minutes: Gill Frost (GF) Practice Administrator

Apologies: Janet Ambrose, Bob Sleeman, Mark Vine and Eric Webb.

1. Welcome: AM welcomed everyone and introduced her husband, Alex. She explained that the purpose of the meeting was to discuss the forthcoming PPG Awareness Week which begins Monday 6<sup>th</sup> June 2016.

2. Minutes of last meeting: These were distributed but have not yet been agreed.

3. PPG Awareness Week: AM suggested that each of the committee members could spend some time in the surgery to promote the PPG and gave each member a card to be completed during the meeting with their availability. She asked for suggestions for a guest speaker or a topic of interest and there were several suggestions made including, depression, healthy eating and specifically vegan diet, cancer awareness, asthma, fuel poverty and coeliac disease. VB explained about Wheels for Wellbeing which is held at the Croydon Arena, she attends on Friday mornings but it also runs on other days. CK is giving a talk at UCLH re: stoma care and would consider talking to patients at the surgery. AM said there was an allergy/gluten free show held in London in July which would be of interest. CK said another exhibition worth going to was the mobility show which is at the NEC. AM has provisionally arranged for Ros Spinks, Senior Associate, Patient and Public Involvement Manager at Croydon CCG to visit the surgery on Monday 6<sup>th</sup> June and will email JB, Practice Manager. AM will also be attending a meeting on 23<sup>rd</sup> May regarding the advertising materials which are being supplied and will email JB to discuss.

4. Suggestions for alternative venues for meetings: AM is keen for meetings to be held in other venues and suggested local pubs/coffee shops however this may not be suitable or practical for some members and VB offered to hold a meeting at her home, CK also offered and it was agreed that the next meeting on 1<sup>st</sup> September will be at CK's home, (address was given to those present).

5. New PPG Secretary: AM proposed that AIM would take the minutes at the next meeting and she will type them up. CK had previously offered to do the minutes and it was agreed that in future there would be a rota for the minute taking and AM would take on the role of secretary.

6. Any other business: CK felt there should be signage regarding the new electric door to make patients aware to keep the area clear. AM will email JB.

7. Date of next meeting:

Thursday 1<sup>st</sup> September 7.00 pm at CK's home.

The meeting closed at 20.20 am