

Sandy Lane Surgery Patient Participation Group

Meeting 22th September 2014

Minutes

Apologies: Janet Bramley, Arthur Puchalski, Kelly Fynn, Una Key

Correspondence: Made available

Minutes of Meeting 28th July: Robert read the minutes of last meeting and they were unanimously approved.

Matters Arising: None

Patient Survey: It was decided to wait until the details of the Friends and Family Test were finalised and that would form the basis of our survey which will happen later in the year. John has the draft copy of the work done by the survey sub-group earlier in the year.

Flue Clinic Attendance: Robert, Margaret, Betty and Rene have agreed to attend

Surgery Report: Nothing to report

Practice Newsletter: The next newsletter we hope will be financed by Rowlands Chemist which will also include advertising on the display screens and that other chemists are available should be included

Development Plan Progress Report: The report has come to an end with just a few items that can be carried over to next year's plan

Significant Events: None to report

Any other business: Email addresses required and new members contact details

Date of next meeting: Monday 12th Jan 15 - 2.00pm

Future Meetings: [TBC] Monday 20th April 2015 - 5.30pm. 6th July 2015 - 5.30pm
12th October 2015 - 5.30pm

All papers and discussions are strictly confidential

Sandy Lane Surgery Patient Participation Group

Meeting 12.01.15

Agenda

- 1. Welcome to new members:**
- 2. Apologies:**
- 3. Minutes of Meeting held 22nd September 14**
- 4. Matters Arising:**
- 5. Correspondence:**
- 6. Patient Survey:**
- 7. Surgery Report:**
- 8. Practice Newsletter:**
- 9. Development Plan Progress Report:**
- 10. Significant Events:**
- 11. Any other business:**

Date of next meeting: Monday 20th April 2015. 5.30pm.

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