**Minutes of PPG Meeting Held Tuesday 7 November 2017**

**Present:** DF – Chair

NL – Vice Chair

BP – Patient

JH – Practice Manager

**Apologies:** Dr S H - GP

BP – Patient

SW – Patient

1. **Minutes of last Meeting**

Minutes were accepted as a true record.

1. **Matters Arising**

JH to ring Barry and ask if he can attend the meeting on 29 November. JH Contacted BP and he agreed he would go. (29 November 2017 – 3.30 pm)

1. **Feedback from Network**

NL informed the group that DR came to speak to the network and informed them that there was a paper coming out on future organisation of services. NL asked if JH would keep a look out for the paper and forward to the group.

There is a working group going to be set up to look at coming up with a recruitment / advertising campaign for PPGs.

NL stated that there were two practice managers at the meeting that gave presentations (SC from Parkside and LJ from Thursby).

There was a discussion at the network about the spinal drop in services and NL asked if the practice uses this services and how patients are referred. JH informed the group of the process.

KS was at the meeting to give an update to the group.

1. **Practice Survey - Discussion**

JH needs to finalise the survey and be distributed as widely as possible to patients.

1. **Any Other Business**

DF raised some concerns that patients had been highlighting to her regarding the new self-care and medication being bought over the counter. JH explained that there are exceptions an example of one such exception is a patient with a long term condition that requires paracetamol will not be asked to buy it over the counter.

**Meetings**

6 February 2017 – 1.00 pm