



**Thursday 06 September 2018**

**DW** WMP Patient

**DC** WMP Patient

**JS** WMP Patient

**KA** WMP Staff

**Key – Ptns = patients**

ITEM DISCUSSED	ACTION BY WHOM / WHEN	UPDATE
Minutes from Last Meeting – Checked for accuracy and true reflection All agreed Signed off		
<b>Resignation received from PPG Member</b> – group were advised WMP has received a member's resignations		
<b>MacMillan Big Coffee morning</b> – planned for Friday 28/09.18. Discussed	DW to attend KA to put poster on screen in waiting room	
<b>Flu 2018 Campaign</b> Vaccines now available for 65+ group 18-64 at risk group – vaccines due in in two weeks		
<b>Fundraising Severn Hospice</b> JS asked if posters could go up to 'promote' local event		
<b>DNAs</b> Discussion about impact of patients not attending and not cancelling their appointments		
<b>Check in System</b> Discussion about screen surround having been removed and improved reliability of the system		
<b>Patient Call In system</b> Discussion about the difficulty of hearing the automated voice that calls patients in as part of the new envisage system		
<b>Any Other Business:</b>		
<b>Many thanks to all those who attended or sent apologies for their continued support of the PPG, the Practice and our work together</b>		
<b><u>Date of Next Meeting:</u></b>  <b>Thursday 01<sup>st</sup> November 2018 11.00 – 12.00 – Please note this may be subject to changed dependent upon external matters</b>		

**Agreed – Signed**

**Date**