



**Woodside Medical Practice  
Patient Participation Group Meeting  
Minutes - Date: 10/12/2015**

**Present:**

J S- Park Lane Centre and Woodside Patients

K A – Practice Manager

**Apologies:**

ITEM DISCUSSED	ACTION BY WHOM / WHEN	UPDATE
<p><u>Meeting Minutes</u> PPG needs minutes and action log for each meeting – to keep track of items discussed and agreed and any actions arising from this</p>	<p>KA – to record minutes for each meeting and issue accordingly</p>	<p>Minutes for 22/10/15 have been sent out</p>
<p>KA and JS discussed content of last PPG</p>		
<p>JS to invite Claire Nelson – Job Junction to next PPG</p>		
<p></p>		
<p></p>		
<p></p>		
<p style="text-align: center;"><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></p>		
<p><u>Date of Next Meeting:</u>  <b>Thursday 21<sup>st</sup> January 11.00 – 12.00 pm Woodside Medical Practice</b></p>		