



**Woodside Medical Practice
Patient Participation Group Meeting
Minutes - Date: 11.01.2018**

Present:

DW – Woodside Patient

JS – Woodside Patient

K A – Practice Manager

Apologies:

DC - Woodside Patient

ITEM DISCUSSED	ACTION BY WHOM / WHEN	UPDATE
Group discussed content of last PPG and KA discussed actions that have been taken.		
Review of Winter Wellness Event: Date Wednesday 06 th December 2017 9.30 – 11.30 Event went very well – very well supported Raised £100.02 split between Changing Perceptions and Hilbrae PPG have received thank you cards/letters from both organisation and from KA and Dr Awty KA also sent thank you letters to One Stop, Woodside Pharmacy and Odeon who had donated gifts		
Discussion about organising a future event – to be held late Spring / Early Summer		
DW advised that he had tried to persuade three colleagues to join the group but was not successful		
DW and JS gave very positive feedback about WMP Admin and Reception Team – KA disseminated this to the team and thanked DW and JS		
KA still needs to source PPG Notice Board		
Discussion about feasibility of continuing meetings Agreed to change frequency to every two months – with the agreement that both can raises any issue with KA if they occur KA will also look into practice who have set up virtual PPGs and see how that works		
Any Other Business:		
Many thanks to all those who attended or sent apologies for their continued support of the PPG, the Practice and our work together		
<u>Date of Next Meeting:</u> Thursday 15th March 2018 11.00 – 12.00 – Please note this may be subject to changed dependent upon external matters		