

**Patient Participation Group Meeting
Winshill Medical Centre
Minutes – 1st October 2016 @ 10.30am**

1 Attendance & Apologies

Attendance	Patients	Kerry Adams (Chair) Rachel Gibbs (Secretary)	Alan Porter Pete Hubbard
Apologies	Patients	Julie Adams Pauline Porter	John Scattergood Kim Smith Irene Boraham
	Practice	Amy Carter, Practice Manager	

	The Group welcomed new Member Pete Hubbard.	
2.	<p><u>Minutes 12th April and Matters arising</u></p> <p>Outstanding matters :</p> <p>Newsletter : KA still outstanding. Once future dates have been agreed, the newsletter will be produced, and then quarterly thereafter.</p> <p>Item 2 (2.7.16) RG has amended terms of reference to reflect the change of date and time of meetings.</p> <p>Funding – Awaiting if Staffs CC have responded to KS enquiry on funding.</p> <p>Item 6 (2.7.16) KA reported that she has made contact with the PCSO but really needed to speak to the PO for Winshill to be more effective. She has tried to contact PO, but will continue to make contact and discuss the issues.</p> <p>Minutes Agreed.</p>	<p>KA</p> <p>KS</p> <p>KA</p>
3.	<p><u>Christmas Campaign</u></p> <p>RG discussed the Christmas Campaign and the suggestion that this year we would like to link into the Resource Centre. RG to contact KS to find out what KS is organising this year, and update the group prior to the next meeting.</p>	<p>RG</p>

