

PPG Agenda – Zoom/Hybrid Meeting February 8th 2024 In the Meeting Room - Time 5.00 pm

Charnwood Community Medical Group – Dr Hanlon and Partners.
Patient Participation Group (PPG)

	Timing minutes	End Time
1. Chairman's welcome - Mick	5	17.05
2. Those present	2	17.07
3. Apologies received	3	17.10
4. Approval of minutes from December 14 th 2023 and matters arising a. telephone messages – did Paul get a chance to ring the surgery that Helen mentioned? Anything for us to learn?	10	17.20
5. Patients' Survey from Integrated Care Board. What is it, why do it?	10	17.30
6. Access to Health Outcomes for Young People – Mick	10	17.40
7. Promoting <i>positive</i> feedback around General Practice and the potential impact on people who work in General Practice	10	17.50
8. Practice and Federation Updates and News.	20	18.10
9. Meetings attended	10	18.20
10. Arrangements for the AGM, March 14 th 2024 to be agreed a. Venue, i. Infants school Wellbeing Centre? ii. Meeting room? iii. Pleasure Centre Sports Hall? b. Chairman's report – Mick c. Speaker(s) Dr Singh – <i>Paul, is he still willing to speak please?</i> d. Suggestion for arrangements for the election of the Management team (previous years' procedure overleaf, dates tweaked)	10	18.30
11. Visiting speakers for 2024 a. confirmation of guest speakers and dates	10	18.40
12. Next meeting – March 14 th 2024 – AGM	0	18.40
13. AOB – NB <i>MUST be notified to Chair before the start of the meeting please</i>	5	18.45
1. Encs – a. Minutes -December 14 th 2023 b. Minutes Charnwood PPG Forum January 10 th 2024 i. Sarah Jones presentation	105	

<p>ii. please note the project groups (Item 5c) that the Forum has agreed to work on, <i>not all of them this year!</i> If anyone would like to join in please let Mick or Carole know</p>		
<p>Who wants to attend in person? – names to Carole urgently please. This is very important for social distancing arrangements.</p> <p>Topic: PPG Meeting Time: Feb 8, 2024 17:00 London</p> <p>Join Zoom Meeting https://us02web.zoom.us/j/82942132038?pwd=bCt4L3AzcWg0RHI2TXdBZk11N0diUT09</p> <p>Meeting ID: 829 4213 2038 Passcode: 837163</p>		

Election of the Management Team (to be agreed)

- Currently –
 - Chair -Mick,
 - Vice chair – Helen,
 - Secretary – Carole,
 - Management team -Bhasker.
- Nominations for Chair, Vice Chair and Secretary are welcome from members of the group.
- A member may nominate themselves, a seconder is still required
- Nominations and names of seconds should be sent to Paul <mailto:paulhanlon@nhs.net> by Thursday March 7th. If any are forthcoming then Paul will inform the group and arrange for a ballot.
- If only one person is nominated and seconded for a particular role, they will be elected *nem con* and no ballot will be necessary.
- The election of a fourth member of the Management Team will be brought to our next meeting, April 11th
- Proposed Election procedures for the fourth member(to be agreed)
 - All nominations and names of seconds must be sent to the newly elected Secretary...*(insert name and email address)* ... by the latest **5pm on Thursday March 28th 2024**
 - If more than one nomination is received, an email will be sent to all members of the group identifying the names of nominees. All members are then asked to vote for their preferred choice. This should be done by emailing the Secretary...*(insert name and email address)* by **5pm on 4th April 2024**. This will enable us to have an outcome ahead of April’s meeting on April 11th.