

THE PATIENT PARTICIPATION GROUP

Prior to the Annual General Meeting of The PPG the Group convened to consider and approve the report covering the period from March 2017 to December 2018: with a few minor amendments this report was approved for presentation at the AGM.

Minutes of the Annual General Meeting **held on** **Wednesday 5th December 2018 at 6.45pm at the Surgery**

Attendees:

Nancy Perrin	Patient	Cathy Smith	Patient
Patricia Graham	Patient	Martha Haruna	Patient
Michael Harris	Patient	Shazia Tahseen	GP Partner
Janice Bird	Patient	Janet Goodchild	Receptionist

1. Apologies

Apologies were received from Karen Cockfield, Patient

2. Minutes of the previous AGM

The minutes of the AGM held 1st March 2017 were kindly supplied by Michael Harris. As there had been insufficient time to circulate these prior to the meeting they were read out by Janet Goodchild. Once the attendees list had been corrected to read Martha Haruna they were accepted as a true record of the meeting.

3. Annual Review

The approved report was accepted by the attendees and may now be displayed notice board and published on the website.

4. Election of Officers

Michael Harris agreed to serve a 2nd term as Chairman and he was elected unanimously.

There were no nominations for a Note Taker so Janet Goodchild agreed to take on this role and to provide surgery support to the Group.

5. Any Other Business

It should be noted further to the minutes of the previous AGM it had not been necessary for members to take turns at note taking as Michael Brady had subsequently agreed to undertake this task.

6. Date of Next AGM

Wednesday 4th December 2019

Michael reminded members of the PPG that a volunteer will be needed to prepare the annual report for prior consideration and approval ready for presentation at the next AGM.

The meeting closed at 7pm