**Chatsworth Road Medical Centre**

**Patient Participation Group**

**Minutes of AGM held on Wednesday 15 May 2024 at 3.30 pm, by Zoom**

**Present**: Dr Lucy Scriven, Ken Davis (Chair), Jan Bird (Secretary), Lucie Wattam (Practice Manager), Ian Gerrard (Vice Chair), Beverley Munoz-Pujol, Lynn Brockwell-Ogley, Victoria Siddall, Michele Young

**Apologies**: Janet Portman, Helena Featherstone, Paul Thefaut, Tracy Townend, Nigel Gregory, Martin Barrett

Ken welcomed Victoria (Tor) Siddall and Lynn Brockwell-Ogley as new members to the group, and welcomed back Ian Gerrard.

**Minutes of 2023 AGM:** These were accepted as an accurate record. One action arising has still to be resolved:

Possibility of more comprehensive data on numbers of patients seen at the practice (raised by Paul).

**Action:** Lucie, to be carried forward to informal meeting notes of 15 May 2024.

Dr Scriven confirmed that the Practice is now Veteran accredited, and that she is the lead clinician. The Practice has relatively few veterans registered as patients. No further action needed.

The proposed action on approaching the ICB on the withdrawal of “Winter Pressures” funding was not taken forward. No further action needed.

**It was agreed that in future, any actions arising from the AGM should be transferred to the next formal or informal meeting so that they do not get forgotten.**

**Chairman’s Report for 2023**

Ken thanked members for their input. Key points:

* membership of the PPG has improved vastly and several new members have joined in the past year, making a valuable contribution to the PPG, which is very welcome.
* The practice and the PPG continue to work well together. There have been a few instances where patients have taken an aggressive stance with Practice staff and the PPG has taken action to remind patients to respect the Practice, for example posts on Facebook.
* Project work: very positive, with a new project starting on encouraging carers to register with the Practice. **Action for Ken to take this forward with S40 (to be included in informal meeting actions).**
* Derbyshire-wide groups are still useful to attend, for example on implementation of “joined up care”. It is open to us to feed back in, if elements of this are not working for the practice or are impacting negatively on patient care.

**Calendar of Meetings for 2024**

This was agreed with no amendments.

**Election of Officers**

Ken, Ian and Jan are happy to continue as Chair, Vice Chair and Secretary respectively.

Ken thanked Michele for her work on ensuring the Practice noticeboard is kept regularly updated and relevant.

**Items raised by patients**

None recorded.

**Plans for the future**

It was agreed that the PPG should continue to focus on its work to support the Practice as best we can, and on keeping our eyes and ears open for any issues affecting patients. For now, we are relying on the anonymised feedback from Friends and Family responses to gauge patient satisfaction with the Practice.

Ken said that other PPGs seem to be involved in wider activities, for example in areas of high deprivation or where their Practice is not as engaged with the PPG.

There being no other business, the AGM was then closed, and was followed by an informal meeting for which there are separate minutes.

End