**Patient Participation Group ( PPG) : College Lane Surgery**

**27/3/23**

**Minutes**

**In attendance**

* Jayne Vose ( JV) Chair
* Paul Vose ( PV ) patient
* Lawrence Doyle ( LD)
* Sandy Gillian ( SG)
* Karen Merrey ( KM )
* Susan (S)
* Kirsty Farrar (Practice Manager) (KF)
* Dr Jordache Myerscough (GP & Practice Partner) (DJM)

Apologies

* Emma Woodall- Deputy Practice Manager (EW)
* Andree Evans
* Don Saul
* Jan Greaves
* Susan Gairns

Actions

* The PPG to determine the purpose of the group, to include holding the practice to account, acting on feedback, both positive and negative, in a way which helps improve services. To promote the services offered to the community - *All to consider the existing purpose as advertised in Surgery (see picture attached) and feedback any changes to EW by the 7/5/23.*
* Following DJM’s presentation giving feedback on the Practice and performance. The discussion resulted in an agreed action to design a web form, to be promoted via social media channels to collect feedback on the Practice on an ongoing basis. DJM to facilitate a meeting between JV and the Practice IT team (Adam) *– DJM/JV – by 19/5/23*
* Feedback collected to be added to PPG agendas as a permanent standing item –*JV/EW*
* To optimise the website and reach of the Group, LD to share his circulation list with EW for update and cross checking. PPG to consider linked opportunities locally to also be promoted e.g health and wellbeing offer through the local parish council. Bell Lane activities timetable attached. *All –ongoing*
* New Staff members & additional service roles, Practice opening hours to include the routine weekend service all noted – *All*
* Consider attendance at local events e.g the Ackworth Summer Fayre to raise awareness of the practice service offer and any key priorities – *JV – Contact since established with the parish council to move this forward.*

AOB

* Discussion re the link to the National PPG group – SG agreed to circulate items of interest via EW to the group – *SG/EW – ongoing*

Date of next Meeting

* Monday 19th June – 5-6 pm at College Lane Surgery