

PPG
Minutes
Monday 4th December 2017
1.00 – 2.30 pm

1. **Welcome:** Wendy welcomed everyone to the meeting
2. **Present:** Anita, Wendy, Jenny F, Dave, Margaret, Gill, Judith, Sylvia
3. **Apologies:** Trish, Chris, Ian, Jamie, Jenny L.
4. **Minutes of meeting of 6th November 2017:** approved
6. **Forward Planning:** all pending until January.
7. **Treasurer's report:** To provide final report in January once 'end of life' costs have been met
9. **Admin. etc. Notice Boards, magazines, 'Comments' boxes:** All in hand though magazines at Cullingworth will not be updated until decorations finished. Suggestion that notice boards are updated
10. **Flu clinics and surveys:** to ask Michelle/Suzanne at January meeting to explain planning for 2108 in view of pharmacies undertaking some of this work
11. **Schools' Survey:** Jenny facilitated a discussion table at the Patient Network meeting which was well received and contact made with a former Chair of Governors at Bingley who also has interests with Duke of Edinburgh awards. To liaise over possible placements with a PPG for DoE volunteers. A suggestion that we ask PPGs, where students have offered to be on PPG, whether there has been a take-up. This for 2108.
12. **Local PPG meetings:** Judith had attended and a request that we undertake a patient survey about choice of venues for extended access hubs. Not feasible to do before January.
13. **CCG feedback:** Included information as above regarding the Patient Network event and 'extended access
14. **Dementia event in Bingley:** To be held on February 13th at Bingley Little Theatre from 1.00 – 4.00. WP to clarify booking arrangements.
15. **AOB:** Jenny invited to a reading at the village carol service at St Matthews to represent the PPG. All agreed. Sylvia had received information about Barnardo's Young Carers Service. To pass on to Michelle and Suzanne to display
16. **Meetings for 2018:** 8th January, 5th February, 5th March, 9th April, 14th May, 4th June, 2nd July, 6th August, 3rd September, 1st October, 5th November. December – Christmas dinner – date to be decided later

