

CHANNEL VIEW PATIENT PARTICIPATION GROUP

Notes of meeting on 9 June 2016

Present: Helen Peirce (Chair), Frank Bond, Barry Stevens, Dominic Geldard, Stewart Sapp and Sue Hedley
Apologies: Claire Conway

Helen welcomed the new member, Stewart Sapp

It was agreed that Frank would take the notes of the meetings from next time.

The minutes of the meeting of 19th April were agreed

The amended Terms of Reference were agreed

Membership of NAPP was discussed. The Group was unsure whether or not an application to join had been made. There was also a query as to whether the newsletter goes to all the virtual group and the actual group. How often does the newsletter go out? Need to change the hyperlink for Healthwatch. **Action** – Sue to check with Claire upon her return from leave

Discussion ensued regarding having an 'actual' group and a virtual group. It was agreed that the virtual group should be disbanded in due course but that Helen should draft a letter to the members of the virtual group, giving them a final chance to join the actual group **Action** - Helen

The generic email is now up and running. It was agreed that any members of the actual group who wanted access could be given the email address and password. Dominic is going to try to find a suitable disclaimer and it was agreed to reiterate that the PPG is not to be used for individual health matters. It was agreed that communication between actual members should be by individual emails and that the generic email should be used for official communications.

Frank mentioned that there were two sign-up forms on the website and that these should be ratified so that there is only one form **Action** – Claire

It was agreed that members should contact other local PPGs as follows:

Glendevon (Teign Estuary)	Barry
The Den (Teignmouth Medical Practice)	Dominic
Richmond House	Frank
Barton Surgery (Dawlish)	Helen
Bovey Tracey & Chudleigh (Tower House)	Stewart

The group said that when they were up and running properly, they would like a GP to attend the meeting.

Helen and Frank would like to meet with Sue and Claire to discuss how the Practice works and other matters. **Action** – Helen/Frank to contact Claire to arrange a convenient time

There was a discussion as to whether the venue should be changed for future meetings. However, it was agreed we should leave things as they are at present and continue to meet at Teignmouth.

Next meeting: Wednesday 6th July @ 7.00 pm at Channel View Surgery, Teignmouth