



Watling Medical Centre

Patient Participation Group

Annual General Meeting

**Minutes of the meeting held
Thursday 9th March, 6.30 pm, at WMC Burnt Oak Surgery**

Present:

Patients: LG, HO, MO, MG, BA, AR, BH, DW, MW, BO, SL, SG, LL, TN, AS, ES, JF, JF, SL, HR

WMC staff: Dr Y Saldanha, Dr M Shah, P McLaren, S Todorovic, L Brown.

Apologies for absence: BD, LG, UC, SS, HHR, AH, KP, MR.

- 1) PPG chairman HO welcomed everybody to the meeting.
- 2) **The minutes** of the Annual General Meeting held 3 March 2016 were approved and there were no matters arising
- 3) **The Chairman's Report** for the year 2016/2017 was adopted.
Dr M Shah drew attention to some of the events reported, including patient support during the CQC inspection of the practice and patient involvement with the recruitment process for the new Practice Manager and in a partners' away-day conference. Such participation is rare around the country and a tribute to the forward thinking of the practice, demonstrating the excellent rapport established.
- 4) **Committee for 2017/2018:** There were 13 candidates for election, 7 being retiring members eligible for re-election The constitution provides for 12, with flexibility for co-opting as appropriate.
Nominees were: HO, LG, MG, SS, BA, LG, AR, DW, SL, BH, AH, BO, HHR.

The candidates for election were asked to introduce themselves to provide some background. HO provided some background for LG, SS and AH who were unable to attend; nobody present had any personal knowledge of HHR who had put himself forward.

Action: PM to check the record

The election of all the nominees was unanimous with the reservation that the practice would confirm at which surgery HHR is a patient and HO would contact him for background with a view to co-opting him to the committee.

- 5) **Any Other Business:** It was noted that there are only two patients on the committee from Burnt Oak (BO and BA). There was discussion about how to redress the

balance of representation on the committee between the 2 surgeries. The PPG email list of some 65 patients is fairly evenly spread.

6) Date of next AGM: Thursday 8 March 2018