

Patient Participation Group Annual General Meeting

Held 9th January 2025 at 1pm

In attendance - AL (Chair), MV (Practice Manager), KK (Operations Manager), DL, HA, IR, EF, TS, LS, RP, SH, JD

Apologies - PC

1. Welcome from Chair and introductions from all attending
2. Previous Annual General Meeting minutes reviewed. Last AGM held in 2019 due to Covid and change in Management. AGM's will be held annually again going forward.
3. Terms of Reference viewed in order to ensure AL is still within the correct amount of time as Chair. Position to be continued. Nominations then given for the roles as Vice Chair and Secretary. RP nominated himself as Vice Chair - agreed by the group. It was decided that KK would continue as Secretary as no nominations received for that position. EF and DL nominated themselves as Deputies in the absence of KK.
4. Previous AGM meeting minutes reviewed. No health event held this year, plans are being made for a future one in Summer. Previous patient attendance levels at events solely organised by the Practice have not always been good, which is why it has been decided to 'piggy back' onto the Ayton Gala this year.
5. Members numbers reviewed. Decision made to e-mail/telephone the non-attenders to check whether they still want to be involved with the PPG. Then there can be a decision as to whether to invite some new people to join. Action point for AL/KK - get in touch with non-attenders.