**Kiveton Park Medical Practice**

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| **PPG** | **Title of Meeting**: | **Patient Participation Group** |
| **Date** | **15th May 2024** |
| **Time** | **18:30** |
| **Venue:** | **Boardroom** |
| **Present:** | **Dorothy Bradley, Katrina Fletcher, Trisha Fretwell, Hilary Berry, Toby Morgan, Jayne Downes, Lyca Downing, Curtis Brownrigg, Marsha Raynes, Becky Clowes** |
| **Apologies:** | **Judith Singleton** |
| **Chairperson:** | **Dorothy Bradley** |

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| **1** | **Review of the previous year:**  **Speakers:**  Over the past 12 months we have had the following speakers at the PPG:  Tony Cowgill on Health and Equalities  Dr Ullah on Bowel Cancer  Isobel Melia on The Youth Clinic and PA role.  The PPG were also going to to a newsletter and patient survey, these are still outstanding.  **Complaints over 12 months:**  8 complaints  3 communications  1 waiting time  1 private work  1 prescription  1 apt cancellation  1 staff training closure  Age:4@20-59 2@60+ 1@unde19 1 other  2 upheld 3 part unheld 3 not upheld | Dorothy |
| **2** | **Appointment of new officers:**  **Chairperson:** Dorothy Bradley was reappointed to this role.  **Deputy chairperson:** Hilary Berry was appointmented.  **Secretary:** This role is still vacant, Marsha will email the members of the PPG to see if anyone is interested in taking on this role. | Dorothy |
| **3** | **Minutes from the AGM dated 15th March 2023:**  The minutes of this meeting were approved. | Dorothy |
| **4** | **Patient survey:**  Dorothy suggested having a working group to do this, Jayne agreed to be part of this with Dorothy. | Dorothy/  Jayne |
| **4** | **Presentation:**  Prediabetes and Diabetes by Lyca Downing and Curtis Brownrigg. | Lyca/  Curtis |
| **4** | **News from the surgery:**  Thank you for the donations for Teddy Kelly | Dorothy |
| **5** | **Any other business:**  None to discuss. | Dorothy |
| **6** | **Next meeting:**  17th July 2024 | Dorothy |