**Notes from Patient Group Meeting held on Monday 12th September**

**Present**

June Wheatcroft, Susan Barrett, Helen Marriott, Pat Oldfield, Dorothy Wright, Bhakti Simpson

**Apologies**

Walter Satterthwaite

New member Bhakti Simpson was welcomed.

1. **Minutes of last meeting – discussed**
2. **Matters arising**

 Dorothy asked about Carers and how we are ensuring staff know when patients are carers, it is on the homes screen and we now have a Carers Champion – Leanne who is passed any information which needs dealing with. Displays on notice boards at both site and it was suggested that Leanne’s name be put on the displays and also the website and newsletter so that everyone is aware who it is and who to contact if they need any information.

1. **Surgery Matters**
2. **Flu clinics** – the flu clinics are starting from Wednesday 5th October and are being held each Week until the end of October. The PPG were asked if anyone could be there just to promote what we do. We would also like to try and do some fundraising to help raise money towards new defibrillators for both sites, we are going to do a raffle and it was also suggested about selling books – Bhakti said she would be happy to sort this and also she said she would make some cakes to sell and squash.

We will start selling the raffle tickets during the first flu clinic and continue until the second week in December so any donation of prizes would be gratefully accepted.

1. **CQC** – Helen reported back about the CQC visit and that we had some positive feedback at the end of the visit and also the PPG members who were interviewed felt that it had gone well. HM to forward copies of the Terms of Reference to Pat and Walter.
2. **Survey**

Helen discussed that it is now time for us to agree on the annual patient satisfaction survey and distributed copies of various suggestions of questions to ask. A number were agreed on so HM to formulate the survey to be e mail to members for approval and for discussion at next meeting

**Date and time of next meeting.**

Next meeting will be held on Monday 31st October 6.30pm at Pinxton Surgery