

MINUTES OF THE MEETING WEDNESDAY 13th DECEMBER 2017

1. Welcome and Introduction

2. Matters Arising from Minutes

- a. New Year Lunch booked for 11th January at The Toby Restaurant.

3. Pre-Meeting Points

- a. Back of Prescriptions – It was noted that these contained the flu dates – to be removed.
- b. Dental Clinic – The dental clinic recently offered a free oral health check. It was suggested that it would have been useful for it to be advertised perhaps through the Practice as patients were not aware of the event at the time. Feedback to be passed to the Dental Clinic.
- c. Parking – Discussion on car parking and whether this was monitored through a parking company. The Ravenswood site was now owned by Savilles and as such the Practice was not aware of their parking arrangements.
- d. Fundraising – A suggestion was made for unwanted Christmas gifts to be donated to the practice for the PPG to sell on a stall to continue with the fundraising. Box to be available in the foyer.
- e. PPG Initiative. The PPG had been informed of a new initiative to encourage Self Care and Prevention amongst patients. The Group can apply for £1,000 of funding which needs to be applied by March 2019. At this stage looking for suggestions. Agreed for the group to have a think about ideas and discuss further at the February meeting.

4. November Event

The How Healthy is Your Heart event was held on 16th November – 4pm to 7pm.

Attended by – CCG Dietician (Sue Clarke), One Life Suffolk and HeartBeat.

Great success – attended by 124 patients.

Photographs taken to arrange a display to inform the patients and hopefully encourage higher attendance at the next event.

PPG held a fundraising book/puzzle/game stall with proceeds towards a 24 Hr ECG Machine for the Practice.

Discussion in relation to learning points for the event –

- Ensure attendance of stallholders prior to arrival time of patients
- Ensure advertising of event is clear as to what patients can expect
- Clear message of what is available to patients on the day eg mini health checks.

5. Fundraising

The PPG to continue with fundraising as above.

To look at obtaining grants from other bodies to help towards the purchase of a 24 Hr ECG Machine.

6. Meeting Dates for 2018 -See attached

7. Next Meeting Date – Wednesday 7th February 2018

MERRY CHRISTMAS AND HAPPY NEW YEAR TO ALL