

tvhPPG

Tamar Valley Health
Patients' Group



MINUTES OF PPG ANNUAL GENERAL MEETING 16 October 2019

1. The Chairman welcomed everyone to the meeting, the first AGM for the PPG for 3 years, and stated that it was necessary to formally approve a revised Constitution and to elect Office Bearers.
2. PPG Constitution. CG read through the constitution (See attached), particularly for the benefit of the patients of the Practise but not committee members and who had therefore not received any paperwork prior to the meeting. The existing members confirmed satisfaction with the constitution and it was therefore approved.

DJ asked for confirmation of the year-end for the PPG and it was confirmed as 31 August with the AGM planned for October each year.

3. Annual report. CG read his report outlining a brief history of the group, achievements in the past year and ongoing projects. (See attached) His report mentioned social prescribers and LAB confirmed that interviews are currently being held to appoint a second social prescriber for the area.

CG confirmed the PPG is supported and well received by the practice. New members are needed to contribute to future projects, 'Man Down Cornwall' and other initiatives. There was discussion on how to attract new members including the use of Facebook and also on the timing of PPG meetings.

CG thanked DJ who volunteered to take on the publicity role for the group including sending information to local newsletters.

MQ suggested more use of the electronic displays in the practice waiting rooms perhaps to include information about the PPG. LAB confirmed the practice is due to receive funding for upgrading the systems and this can then be reviewed.

The annual report was approved by existing members.

4. Treasurer's report. ST read the report (See attached). As two of the existing bank signatories have left the group, paperwork is being completed to replace them. The bank statements are available to be scrutinised by any member.

The report was approved by existing members.

5. Election of Officers and the Committee.
The following agreed to stand, were unopposed and therefore elected.

Chair – Chris Greensted

Secretary & Treasurer – Sharon Trafford

Committee members- AE, DJ, DL, JW and TQ.

6. Role of the PPG. Various methods of advertising the PPG were discussed. TQ offered to circulate our flyer to the members of the Callington Bowling Club. ST to email the flyer to him. It was suggested we could also approach the Town Hall in order to put up posters. CG confirmed the PPG and TAPS group had attended the Callington community day earlier in the year.
7. Any other business.
DJ asked if the touchscreen for the practice appointments login could be higher on the wall since it is difficult for some patients to operate it at its current height. It appears few patients use it. LAB to consider if possible.

There being no other business CG thanked everyone who attended the meeting and LAB for providing refreshments.

The next PPG meeting is Wed 11 December at 1830 in CHC.

The meeting closed at 19.45.