

**Princes Gardens Surgery
Patient Participation Meeting
AGM**

Wednesday 7th February 2018 - 5.00pm - 6.00pm

Chair: Secretary: Louisa Enriquez

Present: David Welch, Sharon Blight, Janet Lane, Ann Hawkins, Frank Green, Dr Mahmud, Louisa Enriquez

Apologies: Emma Thompson, Ron Baker

Item		Action
1	Apologies	
2	Voting for Chair and Secretary <ul style="list-style-type: none"> ✓ Unanimous vote Sharon Blight welcomed as Chair ✓ Unanimous vote Ann Hawkins welcomed as Secretary 	
3	Items raised from previous minutes Terms of reference and constitution agreed and signed	
4	Items discussed <ul style="list-style-type: none"> → PPG members who don't respond to emails and meetings to be delisted → Inactive members to be sent email regarding PPG status and removing details if no longer wishing to participate → "Meet and greet" unsuccessful as PPG members did not attend → Discussed contacting successful local PPG groups for ideas on how to improve membership and activities. LE suggested Yately and Farnham. LE to contact to arrange if possible. SB and AH to compile list of questions to ask. → Next PP meeting to be arranged after meeting with Yately/Farnham PPG → PPG members present agreed to share personal email address with each other. → 'Who am I?' blurb about each PPG member to be sent to LE to go on the website 	LE / SB / AH
5	<u>DATES FOR DIARYS</u> PPG Social Evenings- Wednesday March 14 th 2018 at 6.30pm Thursday 14 th June 2018 at 6.30pm Thursday 18 th September 2018 at 6.30pm Monday 3 rd December 2018 at 6.30pm Chair: Secretary: Louisa Enriquez	