

## TADLEY PARTICIPATION GROUP (PPG)

**Minutes of a meeting held on Wednesday 13th July 2016 in the conference room at Holmwood Surgery at 12.45 p.m.**

**Attended by:** Paul Woodgate, Claire Chambers, Gillian Tomlins, Val Turnbull, Kate Wright, Graham Wright, Heidi Williams and Hazel Metcalfe.

- 1. Apologies**  
Alison Jenner, John Davis, Alan Chambers and Hayley Bone.
- 2. Minutes of the last meeting**  
The minutes will be discussed at the next meeting.
- 3. Matters arising**  
None.
- 4. Election of Officers.**  
There being no-one else to stand the Officers were re-elected to the same posts.
- 5. Meeting dates for the coming year**  
**Committee meetings will take place at 18.30 in the Conference Room at Holmwood on:**  
Wednesday 28th September 2016  
Wednesday 7th December 2016  
Wednesday 15th March 2017  
Wednesday 17th May 2017  
**The AGM will take place in the waiting room at Holmwood from 18.30 to 20.00 on**  
Wednesday 14th June 2017
- 6. Planning action prior to the September meeting**  
The decision taken in June not to attend the Fun Day at The Hurst in August will stand as the Practice have no leaflets or 'freebies' for the PPG to use and Committee members felt they need a definite purpose if they were to attend an event.

Representatives of the Health Visitors will attend the September meeting. A decision as to how to support the Mother and Baby Clinics, with the opportunity to promote the PPG and deliver Practice information, will be taken in discussion with them.

Information on safety in the sun will be added to the PPG board. Action KW and HW

CC suggested that Committee members took on areas of responsibility which was agreed by all. Everyone will consider their expertise and interests prior to the next meeting with the aim of working more collaboratively in future. This will facilitate the progress of issues between meetings. Action - all.

**Date of next meeting - Wednesday 28th September at 18.30.**

The meeting closed at 13.47.

H. Metcalfe  
18/07/16