Notes of PPG meeting 3pm 11th July 2017

1. Everyone welcomed.
2. **Present:** Dr Linn, Alison Couldry ,Margaret and Barry Easter, Wendy Barron, Margaret Cole , Susan Leslie, Phil and June Milne
3. **Apologies:** New member Terry Moore who was involved in some training to DTC
4. **Minutes of Meeting**  9th May were agreed and signed
5. **Matters Arising**

**Patient Call System: CCG** now willing to fund this. One site visit has already been carried out. Surgery will be able to link screen to PC to give patients information about the surgery, NHS etc. It was decided to leave the TV in place for the moment but may be moved at a later date. AC

**Internal Electronic Doors.** These will probably be done as part of the refurbishment programme.

1. **Treasurers Report** ???
2. **Surgery News**

**Locum** to cover Dr Marchants maternity leave in place. Dr Harshini going on maternity leave in October. District Nurses may be being moved from Takeley to Stansted.

**Comments Box.** Question asked re booking appointments in person, surgery need to make it clear that this is possible. Discussion re unfairness or not of those who are able bodied going to surgery early to book appointments.

1. **Fund Raising**

As the Patient Call System will be funded by CCG after discussion it was decided to seek three quotes to refurbish the patient toilet. PL/AC/BE

Funds will be raised at Flu Clinics, grants if possible and some sponsorship projects eg Dunmow Triathlon. Alison has organised this and we have a practise team. Fiona- Swim,Dr.Rodriguez Run and Sarah the Cycle ride. It was suggested they be called The Angels. Alison to consult. AC/JM

Alison has also taken part in Tour of Cambridgeshire in June. Sponsorship is still coming in. AC/PM **Flu Clinics:**  Dates are confirmed as Saturdays 30th Sept, 14th October and 4th Nov

 Rotas are almost complete just need 2 surgery staff on 4th Nov.

The WI have confirmed willingness to do refreshments. We will need to decide layout because of the new consulting room.

 Raffle prizes will be welcome BUT we will only have 6 prizes this year.

1. **A.O.B** Alison has received a letter from Mulluck Wells re fencing at a property in Standrums. She and Barry will look into this. AC/BE

**Car Park** Question was raised re putting yellow lines in to try and prevent parking in Ambulance spot. Nothing was decided

1. **Date of Next Meeting: Monday 11th September** 3pm