**Minutes of the Patient Participation Group Meeting**

**Thursday 29 August 2019 at 16:00**

**Patients: Sabiha Khanum Mohammed Usman Yasar Khan**

**Guests:**

**Chair: Arif Rehman**

**Secretary: Joanne Ward**

**Staff: Julie Sibari**

**Apologies: Asad Aslam**

1. **Welcome and Introductions**

**Arif** welcomed everyone.

**2 Minutes of previous meeting**

There were no minutes as the last meeting was cancelled due to only the Chair being present.

**3 Matters arising**

a. Cancellation of the last meeting

b. How did you use your knowledge of spreading the word about ACPs?

**4 Future shape of the PPG**

a. In future we need to look at how many of the fifteen members are attending and how we can find out if

members are still interested and/or how can we recruit more. Also re-look at room issue and politely remind members to acknowledge invitations for catering and paperwork purposes.

b. Any thoughts on where you think PPG will go in the future?

c. Assisting the community in helping them understand the discussions of the PPG meetings.

**5** **Practice News – Julie Sibari (Practice Manager based at Mughal Medical Centre)**

a. Update from Tracy Burton delivered by Julie Sibari

b. Q & A from members

**6 Patient Network Meeting from 10 April 2019**

a. Next Patient Network meeting:

 4 Sep. 12:30 - 15:00, lunch served at around 12:15 and 5 Sep. 18:00 - 20:00

 Focus this month:

How our CCGs work with local people, how we can make sure people's views and experiences are heard, how we work with local communities by listening and acting upon what people tell us and how all the things we do link.

b. The following Patient Network meeting 13 Nov. 12:30 - 15:00, lunch from 12:15. This will be the

 Annual Celebration

**7**  **Other Business**

**8** **Date, time and room for next meeting**

Thursday 27 June 2019, 4:30 pm at Woodroyd