

**Minutes of Patient Participation Group (PPG) meeting**  
**Held at 4pm 19<sup>th</sup> May 2015**

**IN ATTENDANCE:** Jan Lenny, AJ, MS, SK, BL

**1. Welcome & Apologies**

AJ opened the meeting and welcomed all. Apologies given from Viliam

**2. Minutes of meeting held on 12<sup>th</sup> April**

Minutes agreed and accepted as correct.

**3. 'Dementia Friend Awareness Week Update**

AJ reported that the awareness week will be 17<sup>th</sup> – 23<sup>rd</sup> May, several events being arranged in Lambeth.

**4. Lambeth PPG Network Meeting Wednesday 22<sup>nd</sup> April**

MS gave a brief update of this meeting; it was mostly a brainstorming session. A wider update will be given at future meetings.

**5. Lambeth PPG 'Awareness Week' 1 – 6<sup>th</sup> June 2015**

- The 'coffee morning' plans for Tuesday 2<sup>nd</sup> June from 10am – 12noon were discussed.
- The aim of the awareness week is to encourage more patients to join this group.
- Jan agreed to send out texts to patients, also posters will be put up in all reception areas. AJ to collect posters and leaflets from Healthwatch office at 336 Brixton Road.
- Jan, Viliam, AJ, BL, MS, SK, all said they would attend this event.
- The Practice will provide tea, coffee, milk and biscuits etc.
- AJ will make name badges for members to wear at this event.

**6. Streatham Hill Group Practice Update**

Jan reported the following:

- The changeover of the computer system to Windows 7, has been delayed for the time being.
- Viliam has received quotes from 2 companies regarding telephone system. A new provider would be too expensive to install. The present provider has given a quote to update the present system to be more user friendly and informative of the services at the practice. This has still to be agreed.
- No news so far on the Enhancement Grant for the Practice
- Jan reported that the security cameras would stay in situ.
- BL stated that the telephone problem had been going on for too long and needed to be sorted ASAP. All members agreed with this and hope that Viliam will agree this new contract in the very near future.

**7. Any Other Business**

AJ has printed membership forms and 'Terms of Reference' for any new members wishing to join the PPG.

**8. Date of next meeting:**

To be arranged after 'Coffee Morning'.

The meeting closed at 5.15pm