

## **Appletree Patient Participation Group (PPG)** **Notes of initial meetings**

1. The first meeting was held on 26 January 2011. It was led by Stephen Leather (Practice Manager) with some (20) patients attending.
  - a. The purpose of the meeting was to introduce the concept of PPGs and discuss how one might work at Appletree.
  - b. It was agreed that (initially at least) meetings would normally be held on the last Wednesday of each month.
  
2. The second, third and fourth meetings (2 and 30 March and 27 April) considered and debated proposals for 'terms of reference', ground rules' and a 'constitution' for the group.

These were finally agreed at the meeting on 27/04/2011.  
Each meeting also received a 'practice update'.  
Additionally, various ideas for how to initiate projects and put these into practice were considered. We were looking at some short-term 'gains' to put the PPG out to a wider audience as well as medium and longer term plans.  
It was agreed in principle that a presence at Duffield (25/06/2011) and Little Eaton (02/07/2011) Carnivals was a positive step forward.  
Members attending shared their particular backgrounds and strengths to see how best to make use of individual skills.  
The average attendance at these meetings was c.20
  
3. The meeting held on 25 May 2011 was attended by c.15 members and received a presentation by Claire Haynes (PPI/PALS Manager for Amber Valley and Erewash) on the changes planned for primary care and the impact patients can have on the design of services.

It was pleasing to welcome 3 students from Ecclesbourne School.  
There was a good discussion on the ways and means of promoting the PPG and its function to the wider patient population and a number of ideas around networking and use of all media – electronic channels as well as more traditional approaches was discussed and put on the agenda for future meetings.  
A small sub group was formed to oversee our presence at the carnivals in Duffield and Little Eaton, both seen as terrific opportunities to promote the activities of the Group. The sub group met on Wednesday 01/06/2011.  
It was agreed that in terms of organising the events 'small is probably beautiful', but anyone who felt they have a particular contribution to make would be welcome. For the afternoons themselves it was a case of 'all hands to the pumps' so anyone available, even for an hour or so on either day, was asked to indicate this and times best suited for attendance.