

## Minutes of Patient Participation Group Meeting held on

Tuesday the 2<sup>nd</sup> November 2023

2 pm, via Microsoft Teams

Present:

<b>The Cranborne Practice:</b>	<i>From the Practice:</i> Annie Morris (Operations Manager)	
<b>Patient representatives:</b>	Julie Saunders (JAS) – Chair Alan Prangley Anne Farrugia Bob Whitehead Jenny Harmer	Andy Saunders Lynn Evans Margaret Whitehead Mary Gane
<b>NHS Dorset (Integrated Care Board):</b>	<i>From NHS Dorset ICB:</i> Gill Foott - Engagement & Communications Coordinator (PPGs)	
<b>Apologies received:</b>	<i>From the Practice:</i> Jo Morris – Managing Partner  <i>From the PPG:</i> Lindsay Linford-Sainty, Neil Collier	

### Meeting notes

Patient Participation Group Meetings are now recorded. Meeting attendees, participants who have provided apologies and PPG members who have consented to provide an email address to be kept up to date with PPG activities will receive a link to the recording. PPG members who have not provided an email address can request a link to the recording by emailing [cranborneppg@gmail.com](mailto:cranborneppg@gmail.com).

Instead of approving meeting minutes, PPG members are asked to review and advise comments and queries about the previous meeting recording. Actions arising from the previous meeting are included on the [PPG Action Plan, which is accessible via the Practice website by following this link>>](#)

### Date and Time of Next Meeting

The Group agreed that the next PPG meeting should take place on **the 1<sup>st</sup> February, 2024, at 2 pm**. An agenda is posted on the PPG page of the Practice website a few days prior to the meeting date.

We continue to offer participation via video call to those who prefer it. However, we are currently seeking to identify a meeting venue which is accessible, has sufficient capacity and has a good WiFi signal to hold hybrid meetings (with in-person and video participant attendance).

\*\*\* END \*\*\*