

## Minutes of Patient Participation Group Meeting held on

Thursday 12<sup>th</sup> September 2024

2 pm, via Microsoft Teams

Present:

<b>The Cranborne Practice:</b>	Annie Morris (Operations Manager)
<b>Patient representatives:</b>	Julie Saunders (JAS) – Chair Alan Prangley Andy Saunders Anne Farrugia, Margaret Whitehead Mary Gane
<b>NHS Dorset (Integrated Care Board):</b>	Gill Foott - Engagement & Communications Coordinator (PPGs)
<b>PPG representatives from the Hadleigh Practice who attended as observers</b>	Michelle Howard Mike Fisher
<b>Apologies received:</b>	<i>From the Practice:</i> Jo Morris – Managing Partner  <i>From the PPG:</i> Neil Collier, Jenny Harmer  <i>From NHS Dorset ICB:</i>

### 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 **19th of December 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 \*\*\*