

**Overton Park Surgery**  
**Patient Participation Group**  
**PPG minutes**  
**03/02/2016**

A. Introductions & Apologies

*Members Present:* - NP – Chair, Jayne Barraclough – Practice Manager, Mark Thatcher – Deputy Practice Manager, AS, KM, Dr Wilson & YM from Cheltenham Ladies College (CLC).  
*Apologies:* - SH & CF

B. Minutes of the last meeting

There was a warm welcome to Dr Wilson and welcome back to the representative from CLC. The group also welcomed the new member RS.

C. Practice Update

Dr Coker will be on maternity leave from March 2016. A locum Dr McIntosh will be covering for her during some of that leave period (for 6 months).  
One of our GP Registrars Dr Sarah Allen has left to join Winchcombe Medical Centre.  
Sally Davies our secretary/summariser has now left and started work at another GP Surgery.

D. Survey Requirements

The group went through a draft copy of a proposed patient survey and made some amendments, suggestions and alterations. JB will action the amendments for circulation at the next meeting in the next draft.

E. Event Planning

As reported previously, the planned health event in Autumn 2015 was cancelled due to the lack of availability of a venue. Elim Church will be finishing its construction work in early Spring 2016. As discussed previously, pre-diabetes is the topic that has been agreed upon. This will be discussed further at the next meeting, Dr Nelson will attend to join discussions.

F. AOB.

Dr Wilson will speak to Dean Close School to see if there are any students interested in joining the PPG. Potential future members of the PPG from the school need to be interested in studying medicine – Dr Wilson reported that it is useful for students to be able to include membership of PPGs in their CVs.

H. Dates for Future Meetings in 2016

Wednesdays:-

April 13<sup>th</sup>

June 8<sup>th</sup>

August 3<sup>rd</sup>