

Apologies were received for yesterday's AGM from:

Liz Parkes, Wendy Hardy, Gill Mather, Yvonne Price, Enid Swain, Paul Tonks, Dr Wong and Janette Cavanagh.

The attendees were:

Mike Ingham, Irene Parry June Coleman, Mike Ganly and Charmagne Stevenson representing the practice.

As a result we took the decision to reschedule the **AGM for 7pm on 31 March.**

So yesterday we just had an informal discussion between ourselves. The issues discussed are documented below and these should be read and discussed at the AGM with the outstanding actions from January's meeting.

Issues discussed and to be included with January 2016 outstanding actions

Late Night Opening

CS sought the PG's agreement to moving late night opening from Tuesday and Thursday to Wednesday until 8pm and increasing the doctors on duty to 4. The attendees supported this change which will take effect from the beginning of April.

This will mean the PG meetings will need to be moved to the last Wednesday of the month. The schedule of meetings on the PG notice board, PG meeting dates in newsletter, prescriptions, All thing Local magazine etc. will all require amending.

Action: All

Jo Smith presentation

MG advised Jo Smith, SDCCG lay rep. is to attend next months meeting and he will contact her to ensure everything is in order.

Over 75's day

Now to be over 65's day and held on Wednesday 18 May

Poster prepared and agreed with IP although some amendments now required re over 65's day. Flyer also agreed, to be handed out by doctors, receptionists and with prescriptions. 30 patients over 75 who have not seen a doctor this year will receive a special invitation. A further meeting in April involving PG volunteers is required and this will be arranged at next month's meeting.

The practice will contact local organisations for donations for the event and the PG will nominate a charity to benefit.

Carers Day

The day in January was full but there was only one attendee in February. The practice are to arrange an invitation for all carers to attend.

Action: CS

MI has produced an article on the PG for possible inclusion in the newsletter and it was agreed that it can also be reduced and incorporated into a flyer to be handed out by the doctors.