**OCH PPG Core meeting Notes - Friday 6th September 2019**

Attendees: David Williams, Paul Alford, Audrey Alford.

Apologies: Anne Allen, Hannah Street

Information provided by Jackie Manville

Update: minutes of 21/28 June 2019 sent to OCH for information & website

ANNUAL SURVEY 2019

Send our summaries: A) for the Practice, B) for the website.

A further precis to be written for the next Newsletter, with a link to the website (& note to ask the Practice if the fuller Summary B is required in print). ACTION A Alford

Overall we concluded that promoting patient information about current systems of making appointments & obtaining prescriptions is paramount.

PRG

Paul gave a report of the 16.07.19 meeting. A presentation was given regarding the Sutton Interpreting & Translation Service.

Anyone interested in Nordic Walking can contact Pam Howe, Healthwatch, for further information: prg@communityactionsutton.org.uk

Re Website review 2018/9: a revision of Practice Review Statements is being made. ACTION: to be revisited next PPG Core meeting

NEWSLETTER

Practice & PPG content discussed: PPG - Precis of Annual Survey Summary; Open meeting date: Patient Access information; news re our local Acute Hospital, Primary Care Networks & the Sutton CCG; contact details for PPG.

ACTION: Audrey & David

PRACTICE BOOKLET/LEAFLET

As we action Annual Survey results, consider the Website review, & remodelling of OCH happens, the leaflet will need updating.

WEBSITE REVIEW

Next meeting.

OCH & RHL

Remodelling nearing its start!

AOB

Updates from JM shared.

DATES

Proposed:

Core meeting: Thursday 10th October 2019, 10.00am, Meeting Room OCH

{Open, then Core: 1st November 2019, 12.30, Ancillary Room OCH

 (Not now possible)}