

The Castle Practice
Patient Participation Group
Minutes of a meeting held on Wednesday 4th October 2023

1. Present
Ted Richards (chair) , Elizabeth Perkins, Doreen Pearce, Lynn Brittain,
Malcolm Luckman Dr A Tariq, Faye Anderson

2. Apologies
John Hookway, Anne Lawrence (secretary) no longer able to attend

3. Items discussed
 - a) Medication quality obtained from pharmacies – Mr Malcom Luckman will discuss with a local pharmacist for clarification and report back at the next meeting
 - b) Newsletter on website/no reply surgery facebook page
 - c) Appointing another secretary for the PPG
 - d) Surgery staff – discussed how many staff work at the surgery and different departments and services offered ie extended appts and minor surgery

4. Items to be actioned/A.O.B.
Faye to arrange attendance form and liaise with Mr John Hookway for an updated newsletter and posters for the board in reception, circulate PPG Privacy Notice and bring a list of surgery staff

The meeting closed at 2 pm

5. Date of next meeting will be Tuesday 5.12.23 at 1pm