

**Minutes of the Fifth meeting of the Redlands Patient Participation Group (Redlands PPG)
held on Thursday 20th February 2025 at 5:30 p.m. at the Redlands Surgery. DRAFT 1**

Minute	Discussion	Action
Present:	Barbara Clift (Acting Chair), Marilyn Daw, Secretary, John Downes, Dr Jo Harris, Sue Harrod, Debbie Keast & Becky Stannard,	
	It was noted at the start of the meeting that the email circulated by the Secretary in readiness for the meeting with 5 attachments had not been received by members.	To be checked with Redlands
Apologies:	Michael & Margaret Elliott. Hazel Evelyn has stepped down.	
Minutes	of the meeting held 23 rd January 2025 were amended and signed as a true record. Barbara Clift's name instead of Becky Stannard re Health Watch and NAPP.	
Matters Arising:	<p><u>Election of Chair & Vice Chair:</u> Barbara Clift agreed to act as Interim Chair until more people join the PPG and then the role can be revisited.</p> <p><u>Redlands PPG Website:</u> During discussion on Simon Goodenough's notes, it was recommended:</p> <ul style="list-style-type: none"> a) Redlands to put minutes on the PPG Website as soon as possible after a meeting. b) A sign-up email be added to encourage more to join. c) Rachel & Dr Harris to help by updating regularly. <p>The Secretary offered to contact Alan Quick of the Crediton Courier to write a promotional article.</p> <p><u>Margaret Elliott's Notes:</u> to be actioned when the update takes place to the Redland's Website in June this year.</p> <p><u>PPG Newsletter:</u> Becky Stannard presented a Thorverton Area newsletter supplied by Wyndham House. Following discussion, it was agreed that Redlands would like to produce something similar under their Well Being Group and the Secretary who has joined the Redlands League of Friends would ask for funding to enable production of this or a leaflet for posting in Reception Areas.</p>	<p>All</p> <p>MeD/Rachel</p> <p>MeD</p> <p>JH</p> <p>MeD</p>
Health Watch Devon & NAPP:	<p>Barbara had prepared a brief paper on Devon Healthwatch and NAPP (National Association for Patient Participation).</p> <p>A brief discussion was held on the merits of joining both these organisations. It was agreed Barbara would start the process to join Devon Healthwatch (no joining fee) and Jo on behalf of Redlands will follow up on Joining NAPP which is a health networking support group for both patients and health professionals at an annual fee of £80.</p> <p>If going ahead Marilyn will then present a case for The League of Friends to pay the £80 annual fee</p>	<p>BS</p> <p>JH</p> <p>MeD</p>

Aims & Objectives of PPG:	<p>Barbara had also prepared a draft paper for discussion on the Aims & Objectives of a PPG as a potential document to be used by Redlands PPG. It was agreed these would be adopted as they can always be changed at a later date if found necessary.</p> <p>“The purpose of the Redlands Medical Practice Patient Participation Group (PPG) is to support the Practice with the following:</p> <ul style="list-style-type: none"> • Help the Practice to improve Services. • Provide information in a patient friendly way. • Influence local provision of health services. • Provide feedback on patients’ needs, concerns and interests and challenge the Practice constructively whenever necessary. • Act as positive ambassadors for health within the community.” • <p>Becky Stannard left the meeting.</p>	
Any Other Business:	<p><u>Membership Recruitment:</u> John Downes initiated a discussion on the lack of Members and the need to recruit more to the PPG. He suggested sending a direct communication to all those who have signed up to receive the Redlands Surgery Newsletter about the role of the PPG, hoping this might elicit more interest from Patients to step forward and support this Group.</p> <p>This was agreed as a good idea and to use the Aims & Objectives listed above in this direct communication.</p> <p>Also It was felt that a slide be made up which could be used on the waiting room screens advising of the existence of the PPG and its aims.</p>	MeD/Rachel/JH
Date of Next Meeting:	<p>Thursday 27th March 2025 at 5:30 p.m. in Redlands Surgery</p> <p>The meeting closed at 6:30 p.m.</p>	

Signed: **Chair** **Date:**