

## Bruton Surgery Patient Group Meeting

Friday 27 November 2020

11.00am – 12.30pm

### Zoom:

<https://us02web.zoom.us/j/85195282989?pwd=KzZIL0RQRVBoTG54Vm5aWlllY2RaZz09>

Meeting ID: 851 9528 2989; Passcode: 964689

### Apologies:

Item	Description	Lead
i.	Welcome, Introductions & Apologies	RC
ii.	Minutes from previous meeting – for approval	RC
iii.	Matters arising (not on agenda) <ul style="list-style-type: none"> <li>• None.</li> </ul>	RC
1.	Chairman's report	RC
2.	Demand and Activity Review: <ul style="list-style-type: none"> <li>• Appointment and activity</li> <li>• Patient Feedback</li> </ul>	JH
3.	New Website ( <i>note: this is a demo for Hamdon</i> ) <a href="https://www.symphonyhealthcareservices.com/hamdon-medical-centre/">https://www.symphonyhealthcareservices.com/hamdon-medical-centre/</a> <ul style="list-style-type: none"> <li>• Terms of Reference – for approval</li> <li>• PPG website pages</li> </ul>	JH
4.	COVID 19 - Update: <ul style="list-style-type: none"> <li>• Vaccinations</li> </ul>	JH
5.	Flu Vaccinations – Update	LM/JH
6.	Patient Group Membership and Recruitment	RC/JH
7.	Practice Update <ul style="list-style-type: none"> <li>• Staffing</li> <li>• Premises</li> <li>• Governance &amp; Complaints</li> <li>• COVID</li> </ul>	JH/LM

8.	SHS Update – GET	JH/LM
9.	Primary Care Network – update	JH
10.	Any Other Business	RC
	Date of Next Meeting: to be agreed	RC

Attachments:

- Item ii: Minutes of the last meeting
- Item 3: Terms of Reference
- Item 6: Action Plan