

## PPG – Lonsdale Medical Centre – Meeting Agenda

<b>Meeting Date</b>	Monday, 07 February 2022	<b>Meeting Time</b>	17:00 – 18:30
<b>Meeting Venue</b>	zoom	<b>Next Meeting Date/Time/Venue</b>	TBC
<b>Minutes Taken By</b>	Simon Parker		
<b>Meeting Attendees</b>	Jo-Ann Davis (JD) – Practice manager Leanne Parr (LP) – Medical secretary Michelle Weller (MW) – Social prescriber Morgane Ansquer – Care coordinator John Aviss (JA) Emma Brooker (EB) Sabrina Cohen (SC) Dogan Delman (DD) Jeannie Kemp (JK) Martin McArthur (MMA) Moira Millar (MM) Simon Parker (SP) – Secretary Ingrid Pope (IP) – Chair Denise Priestman (DP) Benedetta Rondanelli (BR) Dr Alison Stewart (AS) – LMC Retired GP Partner Graham Wykes (GW)		
<b>Apologies</b>			

No.	Agenda Topic	Discussion	Actioned by
1	Welcome	Appointment of minute taker  Opening comments from the Chair, welcome to new members  Review actions from previous meeting	SP  IP  IP
2	Update from the surgery	Jo-Ann to provide an update of what has been happening in the surgery since we last met, including complaints report.	JD
3	Spotlight on...	Medical secretary to provide job overview	LP
4	Update from Social Prescriber	Michelle Weller/Morgane Ansquer to provide an update	MW
5	Close	Any other items Select next meeting date	ALL

## List of initiatives

No.	Description	Raised By	Date Raised	Priority	Status
1	Practice walks – to be reviewed periodically	AS	16/08/2021		open

## List of closed or completed initiatives

No.	Description	Raised By	Date Raised	Priority	Status