

Arrival Medical Practice

Patient Participation Group

Minutes of meeting on Wednesday 14th November 2018

Present: Vikki, Ruth, Sherry, Ikram, Cath and Steve Hansen

Apologies: Riada, Gehan

1. Welcome and thanks to those present for attending.
2. Cookbook launch - Ruth confirmed that the cookbook is in the final stages of proofreading and will be going to print in the next couple of days. A date has been set for a launch party. This will be hosted and held at Drake The Bookshop, 27 Silver Street, Stockton on Monday 3rd December 2018 at 6pm. Vikki and Ruth will draft a list of people/organisations to be personally invited to this exciting event and Ruth will design and print invitations that can be handed out and distributed as far and wide as possible. Cath and Steve have very kindly offered to provide, make and bring savoury snacks and finger foods to the event and Ruth will organise drinks i.e. Cava, orange juice etc. Bill is working on a 'guest of honour' - Alex Cunningham was invited, but unable to attend so Bill is looking to invite the Mayor/Deputy Mayor of Stockton. Ruth and Vikki are investigating local press/news channels as publicity is key to the success of the event and cookbook sales in the run up to Christmas. Sherry and Ikram have offered to help with advertising and spreading the word and will happily distribute invitations throughout the area.
3. Vikki confirmed that the charity bank account for the PPG is now open. The charity name is "Sanctum Amica" and £310 has been deposited into the account. We are still awaiting the deposit of £1000 from the Tesco Bags for Help. The charity is separate from the practice and charity status will allow us to apply for various funding from different sources and also to apply for gift aid on any donations.
4. Vikki confirmed that she is organising a Christmas raffle. This will be along the same lines as the Easter raffle and she has been asking for and receiving donations of new toys/games/selection boxes as prizes. Ruth will put together a basket/hamper for the main prize and Mark Davies has very kindly donated £10 towards this. The raffle tickets will be on sale for 20p per ticket from 1st December.
5. The practice winter newsletter will be published at the beginning of December and Vikki asked all present for ideas for articles/subjects to be covered in this newsletter. Steve suggested that road safety during winter/bad weather could be covered.
6. The date for the final PPG meeting of the year will be Wednesday 12th December 2018.