

Hodnet PPG, Summary of interim meeting, Thurs 19th May 2016, The Bear

It had been agreed in advance to major on promotion of the PPG on this occasion, specifically with regard to the Right Royal Party event on Sat 11th June and leave further discussions re Co-Co and other items until all members could be present on Thurs 2nd June.

MP had printed off a copy of this year's N.A.P.P. PPG Awareness Week Resource Pack
All agreed that the material was clear and easily adaptable to fit our situation.
Pages 6 & 14 were chosen as the most useful.

Suggestions re general promotion

- CP: display space was being made available in the surgery where material could be posted. (CC and CP to keep PPG profile up to date on Practice website and display area, please.)
- Same posters could be displayed around the villages on Parish Council and local noticeboards. (Bear in mind that Medical Practice boundaries extend beyond Hodnet CP boundaries.)
- Also on practice website, and Hodnet village website.

Specific promotion on Sat 11th June

We have been allocated a space at the park by the organising group.

- SV has an artist's easel. We will display posters on this and decorate it with balloons and bunting.
- We will produce a promotional flyer to include Practice website and PPG Secretary's email.
- We will have sign-up sheets for people to indicate their interest in joining the PPG.
- We will have a clipboard available where people can register their comments/suggestions for PPG to consider.

Responsibilities

SV: Measure up the easel.

Contact Maureen Howell re getting it to the field on the Friday evening and storing there overnight.
Draft the flyer, maybe adapting some of the material on p.12 of the resource pack. It should include invitation to a "just turn up" introductory/welcome meeting of PPG on Thurs 23rd June.
Circulate this for comments.

MP: Produce pages 6 & 14 as 2 x A3 posters

Give some thought to heading for display e.g. Hodnet Medical Practice Patient Participation Group

MH: Produce sign-up sheets on clipboard

Draft header for comments/suggestions sheet

Circulate this for comments.

CP: Provide red and black balloons, plus ribbon to attach them to easel

Provide short length home-made bunting

Manning the stand: **Could anyone provide a couple of deckchairs or similar?*

CP working all day, unavailable

SV working till 3.00, will come as soon as she can

MP available all day

MH there all day, but also has commitments to other groups to fulfil

CC – would be really good if you could be there – a familiar face from the Practice for people to connect with the PPG!

Date next meeting: **Thursday 2nd June**, 6.30 pm The Bear.

Please also make a note of *extra meeting* on **Thurs 23rd June**, see above.