**Present**: G.Chandramohan (GC-Secretary); Emel Islek (EI -Chair)

Imran Jahangir (IJ); Dr Sajilal (Dr S); Zuber Gulamussen (ZG); Jennifer McBarnette (JM); Charlie Camenzuli (CC);Ghouse Fazaluddin (GF); Ted Sparrowhawk (TS) & Saadet Sangha (SS); & Cherry Salmon (CS);

1. **Welcome and Apologies**

**Apologies:** Nilesh Chavda (NC); Dr N Hussain (Dr H) & Hirji Patel (HP)

1. **Minutes of the last meeting (3rd December 2019)** – Agreed- no changes and posted in PPG Notice board.

**Matters Arising**

**Garden Project –**Main focus is to re-visit and ascertain about the Sensory Garden:Community Funding application deadline is 24thJanuary 2020. Emel applied during Christmas and waiting for outcome.If successful, City Airport can then decide if they can provide more funding towards the project**.** If not successful, City Airport **will still try to work with the surgery** to find the best way forward to make this project work. This is confirmed by Aaron Uthman(Corporate Social Responsibility Community Relations Ambassador). **This action point has been amended, recorded and extended to 25 February 2020 as A/P 1.**

1. **Verbal report from Dr R Sajilal & Saadet Sangha**
2. Dr Amreen Shokat– New Female locum Doctor has started.
3. New First Male Receptionist- Mr Krishna also started recently.
4. New prescribing Pharmacist started and will be working Tuesdays of week.
5. TS has mentioned/ suggested that Prescribing Pharmacist could be taking a role as “Quality of Life for elderly patients” who takes lots of medications and advice/ proactively informed them the pro and con affecting taking different medications. SS will take necessary discussions/ lead and work on this project.
6. PPG asked how they could be involved in Men’s Health and Cherry commented she can help with ideas.
7. PPG suggested a hamper raffle prize for patients who complete the survey as a way to thank those who participate. - Members have agreed on principle to help the surgery with the Patients survey in coming months. More information will follow after agreeing the dates with Practice.
8. New Social Prescriber – Natasha has started her role from 6 January 2020, will be working on Friday’s as part of the agreement with other surgeries of the cluster.
9. Services of Nurses and HCA’s will be available on Saturday’s so that patients will be benefited from this effort.
10. To discuss garden project and update.- **see above**
11. Our Wordsworth Health Centre web page has been updated however there are some old entries of PPG minutes to be deleted and add / correct current format of “Friends and Family test”, “PPG Constitution” and “PPG Hand book” .This will be taken care by Practice Manager SS along with EI PPG Chair. **This action point has been recorded as AP2 – 25 February 2020.**

5 **AOB**

Cherry Salmon (CS); has mentioned in her summary that availability of “Language Line – Translation service”. Emphasised that all patients can be benefitted by using free service, but from the past experience SS mentioned that this is limited to small number of services per for each surgery and whole PPG group felt that the we need to look in details such as who is funding this services and the availability for the patients. ZG (councillor of East Ham North) will be looking into this report to us the future prospect of using this service.

Next PPG network meeting will be held on 27 February 2020. - Cherry will give details of the venue, time and other details.

**Tuesday 25th February 2020 - 5pm refreshments for 5.15pm start**

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| **PLANNED FUTURE DATES OF PPG MEETING** | | |
| **21/01/2020**  **22/01/2020** | **25/02/2020** | **07/04/2020** |
| **19/05/2020** | **30/06/2020** | **11/08/2020** |
| **28/09/2020** | **10/11/2020** | **15/12/2020** |