

Quorn Medical Centre Patient Participation Group (PPG)
Tuesday, 3rd December 2024 from 6.30pm to 8.30pm

Ground rules

- This meeting is not a forum for individual complaints and single issues.
- We advocate open and honest communication and challenge between individuals.
- We will be flexible, listen, ask for help and support each other.
- We will demonstrate a commitment to delivering results, as a group.
- Silence indicates agreement – speak up, but always go through the chair.
- All views are valid and will be listened to.
- No phones or other disruptions.
- We will start and finish on time and stick to the agenda.

	Item:	Raised By:	Timings:	Action log:
1	Apologies	Chair	6.30-6.35	
2	Minutes' accuracy and acceptance	Chair	6.35 – 6.40	
3	Matters arising from PPG Meeting – 29 th October 2024	Chair	6.40 - 6.45	
4	Mental Health & Wellbeing event update 10 th May 2025	Fiona French	6.45 – 7.00	
5	Annual General Meeting a) Annual Report b) QMC PPG Chair & Vice Chair 2025	Chair	7.00 – 7.15	
6	<u>Meeting Dates for 2025</u> 4 th February, 1 st April, 3 rd June, 5 th August, 7 th October, 2 nd December (inc AGM)			
7	Social time		7.15 - 8.30	
Date of Next meeting: 4th February 2025				