**Selsey Medical Practice PPG**

**Annual General Meeting**

**Wednesday 16th December 2020 11 am via Zoom**

**AGENDA**

* **Welcome & Introductions**
* **Annual Review**

In recent times the work of the Patient Group has been somewhat impeded by the Covid-19 pandemic. Nevertheless, thanks to technology, we have held several 'virtual' meetings which has enabled us to continue to assist the Practice in providing the best possible service during the pandemic, whilst still ensuring that both patients and staff are, as far as possible, protected from coming into contact with the virus.
We have also maintained our role of working with the Practice to consider and review proposed changes and new service initiatives, and to ensure that consideration of the patient view is at the heart of all services provided. In this respect we have not only worked with the Practice but have also actively contributed to both the Chichester Alliance of Medical Practices (ChAMP) and the West Sussex Clinical Commissioning Group (CCG). Thanks to Barbara Shepherd for representing Selsey on both these bodies, and for her role as Secretary of the Patient Group.
If a Patient Group is to function effectively there needs to be trust, an open dialogue, and a willingness to work together from both patients and Practice staff. I am delighted to confirm that, in Selsey this truly is the case and both sides work together as one to the benefit of all. My thanks then to the Practice staff and the Patient Group members for making this happen.
It has regrettably been necessary for us to cancel our informative programme of public medical seminars which are held in the Town Hall three times a year and are always very well attended. Also, we weren't able to go ahead with our usual annual Patient Survey. We expect to reinstate our public seminars as soon as permitted, and are already making plans for our 2021 Patient Survey, if necessary undertaking this entirely 'virtually'.
Membership numbers of the Group have been stable this past year and my thanks go to our current 6 members who have undertaken their role with enthusiasm and commitment. However, we have been seeking to increase numbers a little and I am pleased to report that we have recently accepted a further 4 new patient members who join us as we head into 2021.
*Bob Arnold, Chair, Selsey Patient Group*

* **Appointment of Officers**

Appointment of Chair - incumbent is Bob Arnold who is willing to continue, subject to there being no other candidates

Appointment of Secretary - incumbent is Barbara Shepherd who is willing to continue, subject to there being no other candidates

* **Proposal to amend the Terms of Ref**

The Terms of Reference, in the section headed Meeting Frequency, provide for the AGM to be publicly advertised in the Practice for not less than 28 days prior to the meeting. It is proposed to reduce this to a period of 14 days.

* **Any Other Business**