

STOKE ROAD SURGERY PATIENTS PARTICIPATION GROUP

THE PRACTICE, 4 STOKE ROAD, BISHOPS CLEEVE, CHELTENHAM, GL52 8RP

MINUTES OF THE MEETING HELD ON 31st JANUARY 2018 AT STOKE ROAD SURGERY

PRESENT

Meeting Commenced at 3PM

Paul Holliday (PH) Chairman

John Coopey (JC) Treasurer

Marilyn Angell (MA)

Rosie Boulton (JB)

Apologies

LP TH AE RR PD MM LC

Not Attending

PB JG SM

Minutes of the last Meeting

The minutes of the meeting of 8th November 2017 were approved.

Matters Arising

With the list of apologies PH suggested that this item should be carried forward to the next meeting.

Treasurers Report

JC in a January 2018 update document of Elderly Tea Events income and expenditure, advised that there is a balance remaining of £54.27. In the Treasurer's Report for the PPG general fund, there is a balance of £354.37. This suggests in his view, that the PPG needs to priority focus on income generation through an effective fund - raising initiative/s. All agreed.

PH and JC jointly suggested, that The Elderly Committee should draft for the AGM, documents as follows:

- a) An income and expenditure breakdown document for 2017.
- b) A Budget Forecast document for 2018/19. The Budget Forecast will require the full committee AGM consideration for approval.

Treasurers Report - Fund Raising

JC provided a draft event promotional document for presentation to the landlord of the local public house, and the consideration of, for May 26th 2018. PH RB MA RB commented that the draft provided a good template. PH suggested a margin of £1.00 per cup of coffee for outline discussion with the landlord. JC can acquire slot lid charity buckets for additional voluntary contributions.

JC advised that a future bag packing fund raising diary date could become available this year.

Practice Report and Sub Groups Reports

There were no documented reports for committee consideration.

AOB

There was no further business.

Date of the 2018 Stoke Road Surgery PPG AGM

3pm 28th March 2018, at Stoke Road Surgery.

The meeting closed at 3.30pm.