

# DR KHARE'S SURGERY PPG MEETING MINUTES 29 APRIL 2024 13:00



## In attendance

Mr M Topp, Mrs. C Topp, Dr K Khare, Mrs J Wareham, Mrs J Taylor, Mr Matt Phillips, Tina Garner.

## Approval of minutes

Minutes of the previous meeting were approved.

## New Website

Mr Topp had arranged for a fresh copy of the website agreement from Karl Dean of MySurgeryWebsite.co.uk. Dr Khare signed the contract and returned it.

Mr Topp explained how the new site would be developed over the next 3 weeks, when we will be given a preview prior to it going live.

## Social Media Presence

The need for a Surgery Facebook page was discussed. Mr Phillips suggested there may be funding available for setting this up thro PCN.

Suggested we contact Sarah and or Chris Lange who can discuss with Redmond who administer many other surgeries Facebook pages.

## Potential future promo events

When the new website and Facebook page are ready for launch. It was suggested that an introductory meeting/ clinic be advertised for a Saturday to explain how the surgery is moving forwards and how the website can be used. Help could be offered to install the NHS App of patients' phones.

## Surgery presence on Google

Dr Khare asked if the surgery presence on Google could be improved. Mr Topp pointed out the number of poor review comments and suggested we try to get satisfied patients to add more positive reviews.

Mr Topp said he would investigate the Google situation.

## **AOB**

None

## **Next meeting**

TBA