

## MINUTES OF MEETING HELD 14<sup>th</sup> April 2025

|    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|----|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. | <p><b>ATTENDANCE</b></p> <p><b>Apologies:</b> Elspeth Woods, Shona Manson, Bob and Vanda Gould, Steve Bates, John Neale, David Vaughan, Judith Westell, <i>Clive Robinson, Jan Lloyd, Sheila Dale</i></p> <p><b>Present:</b> Mark Pitman, Sarah Setterfield, Anne Minihan, Mary Tait, Liz Mold, Christine Cartright, Sandra Whitefoot, Jane Hanlon, Gordon &amp; Angela Lovell, Fay Read, Jacqui Coleman, Bruce Battams, Tania Pal,</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| 2. | Minutes for March 2025 approved.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| 3. | <p>Surgery Update: <b>Jane Hanlon &amp; Adam Staten</b></p> <p><b>Staff:</b> Nigel Fagan retiring end of August so working out next steps/shuffling and possibly recruiting a new doctor.</p> <p><b>Saturday Opening:</b> First covid vaccination clinic was on Saturday plus first Saturday of having a Doctor / Nurse. Will be open every other Saturday. Was fully booked.</p> <p><b>Newsletter:</b> Another great publication, special thanks to everyone involved, especially Shona, David, Vanda, Bob and Clive. Discussed that we should focus on patient education suggestions include:</p> <ul style="list-style-type: none"> <li>• doing a spotlight on medical staff</li> <li>• signposting on ailments eg when to go to pharmacist</li> <li>• signposting to other support groups</li> <li>• how the system works – eg explain why appointment cannot be booked so far in advance</li> <li>• highlight the number who do not attend</li> <li>• surgery initiatives like Triple A, child immunisations etc</li> <li>• highlight why the waiting rooms are empty</li> </ul> |
| 4. | <p><b>PPG UPDATES</b></p> <p><b>Treasurer:</b> £3933 in the bank (Lloyds), £4.25 a month now being charged in bank charges. There is additional charges for paying in cash as well and for transactions, however first 100 transactions are free. (75p per £100)<br/>Cash sales: Book sales up to end of March was £769 for the year, also take cash for bird boxes etc in total cash deposits were over £2k.</p> <p>Tanya has been looking at alternative banks. Looks like a lot of banks are charging. Some accounts that will cover for community groups, there is really only a choice of 1 or 2 banks. Best option look like Natwest</p>                                                                                                                                                                                                                                                                                                                                                                                                                                        |

community account if a signatory is an existing Natwest customer there will be no charges (Tanya to investigate further) and maybe Metro (Mark to look into). There is also a HSBC community with a year free but then charges.

PPG thanked Tanya for the efforts of investigating.

Discussed possibility of registering as a Charity but would be a lot of paperwork/admin and probably too much for the cost that will be charged by the bank. Also discussed whether the charges are going to be any different anyway else and is it worth moving.

Agreed to look at the two banks in question – Mark/Tanya

**Newsletter:** PPG to pay, invoice has been passed to Shona. Jane to forward to Christine

**Dementia Tagging** – Jacqui has been away, has found a contact and has some questions but is now waiting for contact to phone her.

**BLS Training:** Basic life support training took place on Monday 7<sup>th</sup> April at the surgery 11 volunteers attended, learnt CPR, Defibs, Choking and Epi Pen. Many thanks to Grace, the trainer and Jane for organising.

**Garden Party at John's 17<sup>th</sup> or 24<sup>th</sup> August:** preference is Sunday 17<sup>th</sup> 2pm as 25<sup>th</sup> August is a Bank Holiday. Volunteers for helping to set up will be required and PPG are being encouraged to attend.

**Visit to the Hub:** Coffee afternoons (time TBC), dates are 27<sup>th</sup> May, 24<sup>th</sup> June, 29<sup>th</sup> July, 27<sup>th</sup> August, 30<sup>th</sup> Sept, 29<sup>th</sup> Oct, 25<sup>th</sup> Nov. Pencilling in 27<sup>th</sup> May. Need to confirm how many are allowed and exact time. Approx 10 confirmed, need to ensure we offer to absent members too. Mary to follow up with Danny.

**Nominations for AGM:** to go to [redhouseppg@gmail.com](mailto:redhouseppg@gmail.com). 4 formal positions, Chair, Deputy Chair, Treasurer and Secretary.

**PPG Awareness Week:** Dates to be agreed in consultation with the surgery and perhaps to co-ordinate with Autumn roll out of flu/Covid vaccinations. Volunteers to organise, names to Elspeth

**Survey:** Need to still look at results and determine actions – Mark.

**Covid Clinic:** Saturday clinics were held. Flurry in the morning, but quiet in the afternoon. There were no bookings after 3pm so would have been nice if Elspeth had known before final rotas are complete. Next two clinics are 17<sup>th</sup> & 24<sup>th</sup> April with 1 nurse on duty.

**PPG Banner:** Sarah to action with David

**AOB:** Gordon raised about not being able to book repeat injections every 3 months when there is a need. Jane explained that Doctors/Nurse's rotas

|    |                                                                                                                                                                                                                                                                                                                                             |
|----|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|    | <p>are unknown so can only do up to 6 weeks. Also, there are more no shows when booked more than 6 weeks.</p> <p><b>New Health Centre:</b> Bruce raised all the new builds going on, and questioned whether Redhouse will need to take them on and how we can cater. Jane explained that yes we would need to if people wanted to join.</p> |
| 5. | <p>Meeting Closed 8:15pm</p> <p>Next Meeting 12<sup>th</sup> May @ 6.15pm</p>                                                                                                                                                                                                                                                               |

Anne Minihan  
p/p Elspeth Woods  
Secretary to Red House PPG

#### **Future PPG Dates for 2025 (2<sup>nd</sup> Monday of each month)**

|                                          |                                |
|------------------------------------------|--------------------------------|
| <del>13<sup>th</sup> January 2025</del>  | 9 <sup>th</sup> June 2025 -    |
| <del>10<sup>th</sup> February 2025</del> | 14 <sup>th</sup> July 2025     |
| <del>10<sup>th</sup> March 2025</del>    | 11 <sup>th</sup> August 2025   |
| <del>14<sup>th</sup> April 2025</del>    | 8 <sup>th</sup> September 2025 |
| 12 <sup>th</sup> May 2025 -              | 13 <sup>th</sup> October 2025  |
| AGM                                      | 10 <sup>th</sup> November 2025 |
|                                          | 8 <sup>th</sup> December 2025  |