

Minutes of Red House Surgery PPG Meeting

Monday 8th June 2026

Attendees: Sarah Setterfield, Jane Hanlon, Gordon and Angela Lovell, Christine Cartwright, Steve Bates, Linda Praid, Fay Read, Judith Westell, Sandra Whitefoot, Dr Adam Staten

Apologies: Clive Robinson, Sheila Dale, Mark Pitman, Elspeth Woods, Shona Manson, John Neale, Tania Pal, Anne Miniham, Liz Mold, Mary Tait, Jacqui Coleman, Bob & Vanda Gould

Minutes from May's meeting and AGM were agreed, while enjoying Elspeth's baking.

Surgery Staffing Updates

- Dr. Adio is currently on maternity leave following the birth of her daughter.
- Dr. Marchand will reduce her schedule to three days per week starting in late summer.
- Pharmacist Zeid Muhsin joins Ali Jaffer as a full-time staff member in August.
- Nurse Suzie Morris joined the team for three days per week.
- Nurse Maria will be reducing her hours to one day per week soon.
- Nurse Molly has begun her maternity leave; the surgery is seeking a temporary replacement for a 12-month term.

Clinical Policy and Triage Changes

- The "total triage" system launches on 29th June to ensure fairer appointment distribution.
- Clinicians will triage all requests to determine if patients need same-day care or can be seen within a few days.
- Patients without internet access can still book by phone or in person with receptionist assistance.
- Surgery purchased two tablets, secured to stands, for patients to use for digital bookings on-site.
- New urine testing rules have come into force, patients must now speak to a clinician first to determine if a sample is necessary based on age and symptoms.

Community Events and Fundraising

- The "Cancer and Beyond" event takes place this Thursday at Water Eaton Church Centre, starting at 5:30 PM. The event focuses on cancer screening awareness for all, but particularly ethnic groups, featuring a variety of stalls such as breast screening and prostate cancer.
- The "Singing for Health and Fun" quiz raised £778.02. John Lewis (Fenny Lock and Magna Park) and Red House Partners donated prizes for the event and was well supported by many patients with tombola prizes and home baked goods.
- Sycamore Hall will reopen in the autumn as a community hub managed by Bletchley and Fenny Town Council.

Surgery Pod and Digital Support

- The surgery “pod” allows patients to self-record blood pressure, weight, and height. Data entered into the pod uploads automatically to patient medical records.
- Discussed creating one-minute instructional videos for the pod to be accessed via QR codes.
- Consideration is being given to installing an acoustic screen to improve patient privacy while using the pod.
- PPG members discussed volunteering to assist patients with the equipment.

External Meetings and PPG Governance

- Elspeth attended a Healthwatch meeting regarding collaborative “neighbourhood” work in South Milton Keynes.
- PPG chairs from various surgeries formed a WhatsApp group to maintain contact.
- PPG terms of reference were updated to formalise the move to a co-chair leadership model.
- Discussed organising a “Meet the Doctors” event to enhance relationships between staff and the PPG.
- Planned to consult Gareth, a chair from a neighbouring PPG, for advice on hosting a low-stress GP panel.

Finance and Logistics

- PPG is reviewing bank account options to avoid monthly charges.
- Virgin Money offers a free account for under 10 transactions per month, requiring three signatures.
- Tania suggested the Co-op Bank as a free alternative, pending verification of charity status requirements in order to qualify.

Summer Garden Party

- The annual garden party is scheduled for July 19 at John’s house. Attendees will bring their own food; Mary has offered to provide a water boiler to help with drinks.

Other Business

- Finding guest speakers remains a challenge for future meetings.
- Louise from Bletchley and Fenny Town Council is a potential speaker regarding the Sycamore Hall community project.
- Local authorities are surveying residents about implementing a 20mph speed limit on Victoria Road, Vicarage Road, and Queensway.

Action Items

- A triage system announcement will be texted to all patients aged 16 and over this week.
- A follow-up text with specific “go-live” dates and links will be sent 10 days after the initial notice.
- Jane to introduce Sarah/Elspeth to Gareth regarding his experience on how he structured and organised his PPGs GP panel event.
- Verify the fee structure and eligibility requirements for a Co-op Bank account.
- Potentially, create a short instructional video and QR code for the surgery pod.
- Jane to contact Louise from the Town Council to invite her as a guest speaker.
- Sarah to coordinate with Shona in early July to discuss production of the next newsletter.

Meeting closed at 7.35pm

Date of Next Meeting 13th July 2026 – 6pm for 6.30pm start at the Red House Surgery

2026 Dates – 2 nd Monday of the month			
12 January 2026	Speaker	13 July 2026	Xmas meeting
9 February 2026	Speaker	10 August 2026	
9 March 2026	Deferred	14 Sep 2026	
13 April 2026	AGM	12 October 2026	
11 May 2026		9 Nov 2026	
8 June 2026		14 Dec 2026	