

Pangbourne Medical Practice

PPG Meeting Minutes

17th September, 2025

Welcome: Doreen welcomed everyone to the meeting and as Thomasina, was unable to attend John, agreed to take notes and I would produce the minutes.

Present: Doreen Hawkins (chair), Rosie Barker, John Creagh, Alison Coles, Diana Smith, Louisa Nicholls, Brenda Hook.

Apologies: Barry Ashdown, Maria Abrams, Linda Price, Kate McMahon, Thomasina McDermott, Kit Marriott.

Matters arising from previous minutes:

Parking bays – Tuesday 30th September company will mark the parking bays. On this date the surgery is closed in the afternoon for training so nobody will be inconvenienced. This information will be put on the surgery website and facebook.

Ramp issues – following an incident where there was a near accident with someone on a mobility scooter it was suggested by Diana who had witnessed this that the surgery ask someone with a scooter if there is a problem with the turn at the end of the ramp.

Surgery News: Dr Woolley - As no member of the committee had a medical question, he left the meeting as he was duty doctor.

Rosie – continued with the update.

Website – discussion. Main feedback was that templates with boxes to select, similar to current website, were best, perhaps with rounder edges and use of pictures. Websites with more content that was easily accessible were preferred. All content from current website will be transferred over.

Staff updates – New HCA, Aimee, joined the surgery on Monday. Nurse Megan has left, leaving a vacancy in the team, cover is in place with Sally doing women's health (contraception, menopause etc), and Abi doing asthma reviews. New receptionist, Grace has joined the team and we have a new registrar, Dr Silpa Chandran.

Screening – as a group we must encourage all patients to attend where appropriate.

Covid/flu vacs. Patients are concerned about the reduced criteria this year with only 75+ and those severely immunosuppressed being eligible for covid. Flu cohorts remain unchanged: all 65+ plus those under 65 at risk, as well as carers and close contacts of immunosuppressed.

FFT results – 98 and 98.6% positive for July and August.

Notice board/survey – Louisa. Since Dying Matters Week in May there has been a display in the surgery relating to End of Life, Palliative Care and Bereavement Support.

Leaflets have been available on a range of topics - including "Planning Ahead" "Will Writing"

What is Palliative Care, Bereavement Support and How to support someone with a terminal illness

The leaflets have been regularly restocked during that time - and there appears to be an interest in "Planning Ahead" It would be helpful to know if this is something that patients have found useful and to get feedback if people would like more information like this or would prefer not to see it in the surgery.

Louisa to look at options for getting feedback on this

The display will be removed in time for the Covid Clinics and then a display highlighting Diabetes will be the next topic

Fund raising – Art Café, agreed date for next year 11th July, keeping the same time as the last two years have been well supported.

Book/jigsaw display – no update available. Many thanks to Maria Abrams who has arranged for children's books and jigsaw donations.

Update from small group meeting 22nd August – in attendance, Doreen, Kate, Kit and John. Points that have not been discussed this evening.

Books – Kate suggested that when attending a committee meeting, we try to bring unwanted books to ensure there is a rotation of new books.

Notice board subject for late October onwards, Diabetes. John has agreed to research and order any leaflets required. **He will let Doreen know when he would like to meet with Louisa and Alison at the surgery to update the board.**

Rosie has agreed subject for the new year board should be Time to Talk.

Next small group meeting will be arranged in Feb/March or as required.

AOB: HRT Nurse – yes one of the nurses covers this area.

New member: Maria Bzena Brooker will be joining the committee meeting in November.

Next meeting: 19th November will be in two halves. Dr Barrie attending to discuss End of Life requested by Diana. Second half only committee members to decide our objectives for 2026. Members to give a short update on their background as we have longer serving members and new members on the committee.