**AGENDA FOR THE PATIENT PARTICIPATION GROUP MEETING**

**ALMOND ROAD SURGERY 25.07.2023 – 17:45 p.m.**

**Present Almond Road Representatives:** Ginny Cuthbert, Louise Crisp, Dr. Thomas Wrigley, Erica McCawley

**PPG Chair person**: Jane Kennedy,

**PPG Group members**: Christine Green, Andrea Goodyer, Allen Denham, Jillian Hall, Christine Ellis

|  |  |
| --- | --- |
| **Item** | **Minutes** |
| 1. **Apologies** | Yvonne Flint |
| 1. **Minutes of last meeting 17.01.2023** | Disabled parking – Painting nearly complete. Almond Road to remove “staff” from disabled space.  Front door accessibility – Almond Road to put a sign up outside for patients to ask if they require assistance.  Friends & Family Test – occurs monthly, feedback very good. |
| 1. **Erica McCawley – Practice Nurse; vaccination talk/information** | Erica discussed the vaccination schedule for children – ages 8/12/16 weeks, 3yrs4mths boosters.  When tetanus is required – i.e. after tetanus prone injury, for travel, or life-long course not completed.  Pneumococcal vaccination given to <65s in a clinical at risk group and everyone >65.  Shingles vaccination given to certain groups aged 50 – 79. This criteria is due to change soon. |
| 1. **Flu Plan 2023 - Update** | Planning is underway for the flu and possible Covid clinics for later in the year. Practice is waiting for further information.  PPG will be notified on the dates and asked if they can assist. |
| 1. **Book sale - £111.00** | Surgery have so far raised £111 for the PPG through the sale of books. PPG discussed using the money to get new chairs for the waiting room such as a perching stool, bariatric chairs.  PPG to look at options such as Red Cross, ads on Facebook. |
| 1. **Chairperson for the PPG** | Jane Kennedy has kindly taken the role temporarily as Chair for the PPG. She discussed sharing this role with Christine Green. Will be a joint role and cover each other in absences. |
| 1. **Increased physiotherapist appointments PCN** | More appointment availability for the physiotherapist, Juhi. These clinics are usually fully-booked and are referred into by clinicians and patients requesting the appointments. |
| 1. **Freya Cole – Receptionist – New starter** | Freya has started at the practice and we have interviews booked for another reception post. |
| 1. **Any other business** | Jane and other members of PPG have agreed for their email addresses to be shared so that they can collate information and items for the agenda. |
| 1. **Arrangements for next meeting**   **Tuesday 17th October 2023 – 17.45 p.m.** |  |