

**Minutes of Meeting Held at the Surgery
2 September 2025 at 1730**

Present:	John Leslie (JL)	Chair
	Phil Marston (PM)	Secretary
	Vicki Abbott	
	Lawrence Copeland	
	Victoria Ferguson	
	Daniel Medhurst (DM)	
	Dr Dan Pickering (DP)	
	Sue Pickwood (SP)	
	Amanda Shaw (AS)	
	Pat Triffitt (PT)	
	John Twidell (JT)	
	Roo Peake	Homeshare Leicestershire
	John O'Driscoll	Homeshare Leicestershire

ITEM AND DECISION	ACTION
<p>CHAIRMAN'S WELCOME.</p> <p>The Chair (JL) welcomed all noting that DM would need to leave at 1825. Roo Peake and John O'Driscoll of HOMESHARE LEICESTERSHIRE were introduced</p>	
<p>APOLOGIES. Lara Upton</p>	
<p>NON-ATTENDEES. Christine Stanesby</p>	
<p>HOMESHARE LEICESTERSHIRE</p> <p>This organisation, funded by Leicestershire County Council paired homeowners with live in people who contracted to do 10 hours work in the household. Homeowners do not pay but the sharers pay £35 per week. Bills are negotiable and the agreement is supervised by Homeshare. Homeshare Leicestershire does not mean that it is solely for Leicestershire but can be made available elsewhere.</p>	
<p>MINUTES OF PREVIOUS MEETING.</p> <p>The minutes of the meeting held on 3 Jun 2025 were approved.</p>	
<p>MATTERS ARISING.</p> <ol style="list-style-type: none"> 1. Barrowden surgery now have opening times available on the door. 2. Newsletter distribution has been sorted and should not be a problem for the next issue. 3. Mark Shaw has now stepped down from the production of the newsletter and it has now been left in the hands of VA and DM. The 	

Surgery wished to record a vote of thanks to Mark for his work in helping to set up the newsletter.	
PRACTICE UPDATE. The Practice report is attached. PM asked if all complaints had been satisfactorily resolved and VA stated that they had.	
CHAIRMAN'S UPDATE. JL submitted his report orally and a written copy is attached to these minutes. There were no questions.	
INCIDENT REPORTS. Sue Pickwood had submitted an incident report with regard to sound proofing on the upper floor. The surgery were aware of these issues and had already made some changes and were in the process of trialling other solutions'.	
HOSPITAL LETTERS PT noted that a discharge letter from hospitals left the patient in limbo with regard to GP follow-up action. DP stated that the practice receives about 300 letters per day which are out on the records and reviewed. Any further management required will be actioned. These letters should be visible on the NHS App..	
PCN UPDATE. JT noted that the PCN required more surgery staff management at their meetings	VA
AOB SP asked if the matter of the surgery being closed due to over-capacity and NHS 111 not being aware had been resolved. VA replied in the affirmative.	
DATE OF NEXT MEETING. The next meeting has been set for Tuesday 2 Dec 2025 at 1730 in the Surgery.	