**The Old School Surgery**

**PPG Meeting Minutes**

**12.30pm Thursday 18th April 2024**

**Present:**

Dr Anne Woods (Practice Partner)

Dr Angela Paddon (Practice Partner)

Nicky Johnson (Practice Manager)

Donna Pais (Practice Manager)

Lucy Hawkins (GP Secretary/PPG Secretary)

Hayley Kane (PPG Chair)

Alison Comyn

Susan Pitcher

Clare Finglass

**Welcome and Apologies of Absence**

Hayley noted apologies for absence of TN/JW and welcomed our new members Susan and Clare.

**Minutes of the Last Meeting**

Minutes of the previous meeting accepted.

**Save our Surgery Update**

The Practices within the PCN merging remains a possibility but is not a certainty so it was agreed to keep this in mind but nothing currently required to action. Dr AW noted that a PCN wide PPG has also been mentioned, however, this has not yet been actioned.

**Improving Health and Wellbeing Locally**

We previously discussed holding one or two wellbeing events per year. There is due to be one imminently organised by the PCN, we do not have confirmation of details as yet so will re-visit after their event.

**Fund Raising**

Previous events have always been very successful so we agreed that we would like to schedule a fund raiser this year – a date of Saturday 3rd August 2024 has been initially marked on the calendar for a Surgery Summer Fete so we will keep everything crossed that the sun will shine on that day!

***Action: Start planning and delegation By Whom: NJ and LH***

CF suggested the possibility of linking up with Great Bedwyn Primary School. They are due to have a fun run on Sunday 23rd June, CF is happy to start a conversation with the School with the idea of the Surgery participating in some way, possibly a table or promoting the run, this could benefit both ourselves and the School and we could also promote our upcoming fete.

***Action: Contact School By Whom: CF***

**Car Park Wall:** AP has a friend who is able to rectify the damaged wall. We do not want to add a chain at this time but may possibly attach a sign as we have had an increasing number of vehicles parking during Surgery hours which means that patients struggle to park.

***Action: Obtain quotation for repair By Whom: AP***

**External Light:** SP advised that the external light was not working. We have recently had a Health and Safety inspection, this has been noted and will be repaired.

***Action: Organise repair of light By Whom: NJ***

**BP Monitors:** The blood pressure monitor stock has become very low so we requested purchase of 10 monitors for the sum of £80.50 to come out of the patient’s fund. There were no objections.

***Action: Purchase of monitors By Whom: DP***

**Patient Suggestion Box:** We use a single large bin for general waste, garden waste and recyclables, it was suggested that we use multiple smaller bins from the waste provider. We have looked into this and, as we are a Business, we would have to purchase multiple bins which we cannot fund currently. We are also unable to take our recycling to the local Centre as it is not for domestic use.

**Surgery Update:**

Dr Anne Woods announced that she will be leaving us at the end of July to return to Scotland. Dr Hannah Graystone and Dr Julia Hempenstall will join Dr Angela Paddon as partners and will continue together when Dr Paddon retires. Both trained at the Practice over ten years ago and then became Salaried GPs so are well known to the patients. We all wish Dr Woods the very best, little will change at the Surgery but Dr Woods will be very much missed!

***Action: Update to be written for the Parish News By Whom: AP***

***Action: Update to be added to website By Whom: LH***

**The date of the next meeting TBC**