**Stokenchurch Patient Participation Group**

**Committee Meeting**

**Tuesday 30th April 2024 at 19.00**

**Stokenchurch Medical Centre**

**Present**: Irene Randall (Chairman) IR, Richard Rivett RR (Vice Chair) Camilla Baker CB, Louise Long LLo, Valerie Jenkinson VJ, Roger Hagon RH, Martin Elliott ME.

**1. Welcome: IR welcomed everyone** Unfortunately Richard Cairns is now unable to join the committee due to personal matters.

**2. Apologies**: Matthew Jennings MJ, Linda Lewins LLs, Heather Harbord HH, Tricia Newbury TN

**3. Minutes of the meeting held on January 30th 2024**.

The minutes were approved as a true record by those present.

**4. Matters Arising:**

**Practice Manager:** The position of Practice Manager and the position has now been advertised.

**Spring Covid Vaccine Booster:** The vaccines for the over 75s and immune suppressed are being rolled out by NHS England and can be booked on-line or by calling 119. ME reported that there is a supply issue and they had only received 40 doses which was not sufficient to vaccinate the Care Homes and house bound. He is pursuing supply with NHS England.

**Chatty Café.** This is now operating at the Coffee on The Green with the expected slow beginning. There was a discussion on paying for the hot drinks. The SMC has allocated a budget of £100 and the COTG has been running a tab for the first 3 weeks which will be reclaimed from the SMC. It was decided that in addition to the tab system for those ‘self-referring’ to the Chatty Café, vouchers will be produced for surgery staff to give to patients they thought would benefit from the experience. LLo volunteered to design and produce 100 laminated vouchers. ME will follow this up with the Partners.

Roger Hagon suggested that the village bus might be able to deliver clients but it already runs trips on Tuesdays and Thursdays. After discussion it was decided to change the Chatty Café day to Wednesday to avoid clashing with these trips and be available to more customers. IR asked committee members to see if they could find people, not on the committee, who might be interested in volunteering as hosts at the Chatty Café.

**5 Simply Walks:** IR had circulated an article about the Simply Walk Scheme which offers walks of varying degrees around the area for discussion. This is another valuable resource for anyone feeling in need of some support. IR will mention it in our next Newsletter

**6. Practice Manager’s Report**

ME confirmed that Adeel Tariq the physiotherapist would now be working at SMC all day on a Monday. Appointments can be made through the eConsult form.

He was pleased to say that Lorna Forster would be joining SMC as a replacement for Hannah Mir to give advice to patients with mental health and anxiety issues and, if appropriate, direct them to other support groups including the Chatty Café.

As this was ME’s last PPG meeting prior to retiring he thanked the committee for all their contributions and support of the Medical Centre

**7. Practice Website:** IR reported that she had a very helpful meeting with IT Manager, Sarah Shepherd. The new website is much easier for patients to negotiate but does not show an obvious link to the PPG. Sarah is contacting the website designers to see if a PPG button can be added to the website but in the meantime is posting PPG minutes and newsletters on the site’s News Feed. She is also linking the SMC website to the SPPG Facebook Page.

**8. NHS APP sessions:** IR had circulated an article about the Bell Street Surgery in Henley featuring the sessions they ran to explain to patients how to download and use the NHS App. VJ reported that at one of her Chatty Café sessions she helped someone to download the app and explained what they could do with it, including getting repeat prescriptions.

**9. SPPG or SPG:** It was agreed that we would use SPPG (Stokenchurch Patient Participation Group) which is a mouthful but explains who we are.

**10. A.O.B.:**

LLo suggested creating an SPPG WhatsApp Group for short communications. RR said he would not want to be included. Emails would continue to be used for longer exchanges.

At the end of the meeting IR made a presentation to ME and thanked him for all the help he had given the SPPG and the SMC during the past 11 years.

**Dates of next meetings.**

11th June, 17th September and 12th November (to include the AGM)

IR thanked everyone for coming and their input and the meeting closed at 20.25.