Notes of Angel Lane Surgery PPG Meeting.

Tuesday 7th November 2023

1. June welcomed everyone to the meeting at the Surgery including Paul joining via a zoom link.

2. Present: Alison Southgate, Paul Bryant, Phil Milne, Wendy Barron, Terry Moore, June Milne.

3. Apologies: Dr Linn, Margaret, Marian, Sue, Raj.

4. Minutes of meeting: Minutes of meeting held on 12th September 2023 were agreed and signed.

5. Matters arising: Alison reported that the Health Monitor had been calibrated by the calibration engineer as part of his schedule. It was all fine and the charge was included is his normal bill.

6. Treasurer's Report: Phil reported there is a balance of £393.20.

7. Surgery News

* Phone System –

Patients are being encouraged to contact the surgery online via the website for all routine matters and appointments where possible to enable those who have no internet access to have better phone access. Alison explained where we are up to with the new telephony system and how work is continuing. PB suggested we advertise the online access better and we send a text with a link to all our patients advertising our website as there is also a lot of great information on there.

* Flu and Covid clinics.

These had been very successful. Alison thanked PPG members for their help. Alison was also thanked for the delicious cakes and sausage rolls that she supplied to keep us all going! Approx 2000 patients have been vaccinated in total and the surgery are still doing them. The system on the day working very well. It was suggested though that a notice outside directing patients to the front door would have been useful as some went to the back door as in previous years system.

* Staffing

Dispensary Hours are still under review. DR Pilat is sadly leaving this month to go onto pastures new. Dr Mohanan will be returning soon from Maternity leave. A number of medical students are here at the surgery at various times across the year as part of their training from year 1’s right through to year 6’s.

8. Fund Raising/Future Projects.

Dr Linn has been exploring having a shelter over the dispensary window to protect patients from the elements and the cost will be approximately £500. It was agreed that this would be something that the PPG could fundraise for. It was agreed that we will organise a Christmas raffle of three hampers to help fund this project. One hamper will be provided by the Surgery and PPG members are requested to let June have donations for the other two. The raffle will be held during December. Potential dates are:

Monday 4th, Tuesday 5th and Friday 8th. Monday 11th, Tuesday 12th and Friday 15th. All 9am to 1pm when the surgery is busiest.

**Can you please let June know asap when you are available to help and she will construct a rota.** Preferably two people are required for each session.Tickets will be sold in the normal way at £1 each and patients name, and telephone number will be put on the back.

June will provide posters for the surgery advertising the raffle.

9. AOB.

* Wendy and Margaret suggested the basket under the post box should have a lid for confidentiality as it seemed vulnerable during Flu Clinics. Alison explained that it is usually only used when the surgery is closed and therefore not accessible but will look at getting it changed.

 10. Date of Next Meeting.

16th January 2024 at 2.30pm. Hopefully a Zoom link will be available for those unable to attend in person thanks to Terry.