**Notes of PPG meeting 3pm Tuesday 23rd July 2019**

1. Everyone welcomed to the meeting especially Raj who was attending his first meeting.
2. **Present:**  Alison Couldry, Margaret Easter, Wendy Barron, Sue Leslie, Terry Moore, Marian Luketa, Raj Samtani, June Milne.
3. **Apologies:** Dr. Linn, Barry Easter and due to some health issues Barry feels he would like to stand down from the committee. Barry will be thanked for all he has contributed since the PPG started. Phil Milne due to ill health.
4. **Minutes of Meeting** 28th May 2019 were agreed and signed.
5. **Matters Arising: Toilet Refurb.**  The Hamilton Group started the work and it is mostly done but there still some jobs to finish. June had applied to Stansted Airport Passenger Community fund for a grant but unfortunately we were unsuccessful.

**Speaker in Reception.** Dr. Linn has decided that it is not necessary at the moment.

1. **Treasurers Report** £2307.72, was £2008.94. Income Books, £4.50, Donations £282.38 and £12.00. Raj would like a finances update. PM
2. **Surgery News/Comments Box:** There was one slip in the comment box which suggested that people who missed appointments should be fined £35 and struck off the register! We have a new dispenser Debbie doing 3 Days and Katie has started her maternity leave but hopes to come back doing 2/3 days. Dispensing rules were explained by Alison including the dispensation clause for patients who are unable to get to a chemist. She was asked if this could be advertised in the surgery and she agreed. AC

We now have two First Contact Practitioners on a Tuesday morning and Senior Paramedic, Stuart, employed by the Neighbourhood Group is now back with us. We have 7 Doctors and in August we will have 2 new GP Registrars, 1 for 6 months and 1 for 18 months. Future plans for GP provision in the town was discussed but there is nothing definite in the pipeline. Alison will keep us updated of any further development.

1. **FLU Clinics/Fund Raising:** Alison reported that the majority needing flu jabs are the over 65’s (1400) and the vaccine will arrive during the week beginning 9th September. The under 65’s (600) has been delayed as NHS England decided to change the strain. This should be with us end of October or beginning of November.

It was proposed to hold three flu clinics, 2 in September/October and 1 in November once the under 65 vaccine has arrived. Symone will do blood pressure checks and give smoking advice where required. 3 dates for the first 2 clinics were proposed:

28th September, 12th October and 19th October. June will ask PPG members for their availability and produce a rota. She will also invite the WI to provide tea/coffee and cakes.

A discussion followed regarding the raffle and where it should be placed, it will probably remain in the same place as last year. The contents of the raffle will be provided by the surgery and PPG members. June will produce a list.

The PPG Project for the year was discussed, one idea that was put forward was air conditioning for the waiting room. Alison will discuss this with Dr Linn.

The idea of a Christmas themed cake stall at the beginning of December was discussed and will be agreed at the next meeting.

1. **AOB:** June asked if the July survey results had been received but Alison said no it was a little early.
2. **Date of Next Meeting: Tuesday 10th September 2019** **3pm**