

Notes of Angel Lane Surgery PPG Meeting.

Wednesday 25th September 2024

1. June welcomed everyone to the meeting at the Surgery.
2. **Present:** Alison Southgate, Wendy Baron, Margaret Easter, Terry Moore, Paul Bryant, Phil and June Milne.
3. **Apologies:** Sue Leslie, Raj Samtani. Raj sadly is no longer able to attend and had tendered his resignation. Alison will write, thanking him for his contribution in the past and wish him well.
4. **Minutes of meeting:** Minutes of meeting held on 7th August 2024 were agreed and signed.
5. **Matters arising:**
 - **Blood Pressure Machine.** Alison showed details of the proposed replacement machine which has a three year warranty, only does blood pressures and gives a print out. It will need to be housed on a small table in the waiting room with a chair for people to sit at. The cost is £1325. It was agreed to go ahead.
 - **New Members for PPG.** Lydia Hinson had expressed a willingness to be considered. Alison will contact her. Paul offered to talk to people in Great Easton who may be interested in joining.
 - **Phone System.** Sue Leslie had expressed concerns about the system. Alison detailed the concerns to the group. The queue position was not counting down but thanks to Sue for raising this it has now been rectified. Alison explained that the call back function allows you to maintain your queue position but saves you hanging on the phone. Alison explained that the queue has a maximum capacity of 20 callers. After this the engaged tone will be received. According to feedback this is about right but will be regularly reviewed.
6. **Treasurer's Report:** Phil reported that the balance was still £718.20. A card reader for use by PPG for raffles etc had been looked into by Phil and Surgery. The surgery now has a new machine which could be used by the PPG when necessary.
7. **Surgery News.**
 - No New Staff
 - RSV Vaccinations for 75-79 year old and pregnant ladies which is a one off vaccination and are now being offered by the surgery.
- 8 **Flu/covid vaccinations clinics.**
 - These are taking place on Saturday 12th and Saturday 19th October and some Wednesdays in October.
 - Rotas for PPG to assist at the Saturday clinics were agreed as follows:
 - 12th October: June, Phil, Terry and Sue
 - 19th October: June, Wendy, Paul and Margaret.
 - PPG members who wish to have their jabs before this can contact Alison to make an appointment.

9. Fund Raising.

- It was agreed not to do any during the Flu Clinics.
- A raffle of Christmas Hampers will be organised on 3 days – dates to be decided with 3 PPG members at each one.
- Members to give donations to June who will make up the hampers. Alison has some items for the Raffle.
- The Surgery card machine will be available for use as well as cash

AOB.

- Terry asked if we are planning to offer Zoom for future meetings. Alison said we could use Teams and she can set this up for each meeting if we would like to
- Margaret reported that Rachel could do with a cupboard in her room. Alison said that this is something that is on the building maintenance schedule

Date of Next meeting. 13th November 2024 2.30pm