

STRAWBERRY HILL MEDICAL PRACTICE

PPG

Minutes 2nd March 2023

at

Strawberry Hill Medical Centre

Item No	Agenda Item	Details	Action
	Present	Karen Swaffield (KS), Jane Belcher (JB), Mike Fereday (MF), Stephen McKinnon (SM), Louisa Gilboy (LG), Maggie Bates (MB) Elizabeth O'Keefe(EO), Hilary Shopland (HS) In attendance - Awad Saeed This meeting was offered as a Virtual one.	
1	Apologies	Jane-Marie Stock (JMS), Joan Blore (JB), Ros Quinn (RQ), Dr Imogen Caffrey (IC)	
2		Introduction and welcome to new members	
3	Election	Chair- Karen Swaffield, Vice Chair- Mike Fereday, Sec- Maggie Bates	
4	Conflict of interest	EO declared that as a member of the Newbury Town Council there could be a conflict of interest, otherwise there is no change	
5	Minutes	The Minutes of the last meeting 19th January 2023 were accepted and signed. To be submitted to the webpage, together with Terms of Reference and February's Newsletter	MB
6	Matters Arising	<ul style="list-style-type: none">• Facebook page• Urgent Care Centre• Practice Website still under review• Blood tests	
7	Updates from Practice	There is new secure portal to be introduced on 14th March 2023 from the Royal Berkshire NHS Foundation Trust, which will give patients details of medical records and appointments. For more information visit - royalberkshire.nhs.uk/patients-and-visitors/my-rbh-health/ after 14th March 2023. (See attached)	
8	Support for the surgery	Nothing at the moment	
9	Newsletter	The February 2023 Newsletter has been distributed to the VPPG	
10	Patient Panel Report	The Patient Panel have requested sight of the survey. SM to attend the next meeting of the panel via Zoom	SM
11	PIP	It has been felt for some time that the PIP room is very much under used and a decision was made to disband it. Leaflets, brochures etc., to be collected and samples given to the Social Prescriber at the surgery for her to make use of where relevant. New publications can be added/replaced as required.	JB/ LG

13	Virtual Group	Phlebotomists - this is still under consideration as at present there is not a clinical room available nor collection for samples.	
14	Other Matters of Interest	Comments were made about the difficulties encountered when trying to book appointments at WBCH for blood tests. The online booking system has had problems and if this persists it is advisable to visit in person.	
12	Web site review.	<ul style="list-style-type: none"> • PPG details will be up dated during the next few days. • It was suggested that the PPG part of the website could be in a more obvious position, as could the Newsletter. It was decided that it was preferable for it to be on the initial page, then available to all who sign in. • An alternative web design is still under consideration and Falkland Surgery web site was displayed. This was favourably viewed and had several features which are not available on our present website in particular a translation feature for many languages. • The explanation of the functions of the PPG to be reviewed. 	MB/ LG

FUTURE MEETING DATES

29th June 2023

28th September 2023

11th January 2024 - to consider AGM

February 2024 - AGM