

## **Minutes of Collingham Surgery PPG meeting Monday 17 March 2025**

### **Present**

M Wilson (chair) ; L Fourie ( Secretary); D Talbot; J Bowen; A Skedd; J Fourie

Dr D Trigg; J Robinson ( Practice Manager)

### **Apologies**

S Parker; I Jeema

1. Previous minutes : Approved
  2. Matters arising: LF reiterated that he is standing down as secretary. As no other nominations or volunteers have been received, JB suggested that the Practice be approached to provide secretarial cover, take the minutes, advise re future meetings and set the agenda after input from the PPG members.
  3. Patient questionnaires: LF to gather current forms and provide an update at the next meeting.
  4. Practice feedback and combined meeting: JR and DT agreed that the Practice would provide secretarial cover. JR will act as secretary and coordinate future meetings. The PPG Outlook account administrative duty will be passed from the secretary to the Practice Manager.
  5. Future projects
  6.
    - a. MW to take lead on falls avoidance and do info sheet for notice board or internet links to be published on notice board and Facebook .
    - b. JR to look at publishing Practice information in Collingham and Linton Parish magazine (LF to send contact details to JR)
    - c. Possibility to put a Snellen eye test chart in waiting areas in Church View and Thorner Practices with a reminder which line patients should be able to read from a specific distance to pass a driving test ( IJ could perhaps coordinate?)
- . Update on Thorner Surgery expansion: Offices to be repurposed as Clinical rooms.
- Future meetings meeting: single combined meeting with PPG members and Practice representatives starting at 15H00. JR to e mail PPG members re date and invite and suggest agenda items
  - Date of next meeting : 19 May at 15h00