

# PPG Meeting Minutes

05/02/2026 @17.30

Attendees from the practice – EB, DS, ST, SB

Attendees from PPG members – Julie, Lynne, Cathie, Kevin, Jeanette, Joe, Joyce

## 1. Last PPG meeting minutes reviewed.

## 2. Chairman Report – from the 26<sup>th</sup> of March.

-Virtual PCN + PPG management changes for Northamptonshire consult & report NHS help fast. Engagement of GP practice at Burbage surgery received 450 reports from patients, received 6000 responses in total. Full report not yet available.

-Events held, social medias and community teaching went out across Leicestershire and discussed ways you can seek help, advice and guidance from local pharmacies and 111 to help prevent clogging up A&E systems and overloading GP surgeries. Only to go to A&E when necessary or if advised by a health care professional.

-New campaign started for childhood vaccinations.

-March 11<sup>th</sup> – No smoking campaign/ day.

-Vital grant of £50,000 was given to the high street via Parish council.

-Meeting next Thursday, the 12<sup>th</sup> at the Bean & Brick with Parish council at 11AM.

-Annual Parish Meeting, no date yet but possibly in May.

-450 new houses being built that will be in our catchment area.

Would the surgery be ok to handle more patients wanting to register here? EB said – New patients is important to the surgery as it means more funding that we will receive. In the new development EB & LK want to go round handing out leaflets promoting the surgery and the PPG. We also have the space to develop if needed.

- Car park is becoming an issue with the community using the spaces but not necessarily having an appointment at the surgery. It's not a

massive issue yet but it will be monitored, if it gets increasingly worse and patients are having no where to park and missing appointments then we could look at implementing a inputting car registration system. However, this is quite an expensive system and will try to elevate in other ways first.

- Look at the planters at Barlestone so that they can re-potted.
- Organise a stall for the county fair on the 16<sup>th</sup> of August.

## Practice Updates

- Introduction of Saffron the new Assistant Practice Manager.
- Diane will be leaving Ibstock to go over to Barlestone to become Practice Manager- She will be helping to develop and grow Barlestone surgery as well as dispensing and managing the premises.
- Sharon retiring and last day will be 31<sup>st</sup> March.
- Introduction of Sharon our Lead Nurse who has been here for nearly 2 years but first time attending a PPG meeting.
- Leon our new ECP, PCN employment. Is also new to primary care and GP practice but is a fully qualified paramedic.
- Angie is our new salaried GP and started last year in November. She works 3 days a week.
- Jenny, New HCA – started end of December.
- Jadian, new PST – started 4 months ago.
- Kay, new medical secretary. Is covering for Nicole who is on maternity leave.
- Promoting vaccination/ flu and RSV – New campaign starting.
- AF campaign, informed of the campaign ran to help diagnose AF in patients that don't come to the surgery that often. Was a success.

## Barlestone

-in order to be able to carry out more vaccination clinics e.g. shingles vacs, we need a larger fridge situated over at Barlestone. Currently a very small fridge. Staff are having to use cool bags to transport vaccinations over to Barlestons as the fridge does not have the capacity. Cost of new fridge is approximately £1,400 this includes Wi-

Fi monitors that keep track of the temperatures in case of a drop or increase in temperature that will send an alert to Emma and Sharon.  
-PPG agreed to use the fund to pay for fridge + monitors.

### Other topics of discussion

- Christmas raffle to run again this year - idea 'play your cards right'
- Change of PPG meetings day to a Thursday at 17:30 – Everyone in agreeance.
- Leone to set a date for the next meeting and send email out to PPG.
- More PPG advertisement to go up in the waiting areas and parts of the surgery in Ibstock and Barlestone. Look at other ways to promote the surgery including benefits to patients and staff by becoming a PPG member.

**Next Meeting in June**