

**Minutes for the Patient Participation Group meeting to be held at  
Southam Surgery in the Waiting Room**  
**1pm**  
**4<sup>th</sup> March 2026**

Attendees: Megan Currie, Rebecca McNulty, Dr Abbie Martin, Clare Sangster, Pauline Stone, Ron Flegg, Alison Watson and Malcolm Thomas

Item no:	Item:	Minutes:
1	Welcome and apologies	<i>Welcomes given, and apologies given for those who were unable to attend the meeting.</i>
2	Approval of the minutes of the previous meeting	<i>As a collective minutes from the previous meeting were approved.</i>
3	Matters arising from the last meeting	<ul style="list-style-type: none"> <li>• <i>Could we add date of the next PPG Meeting onto the website – We will look into adding to latest news section of the website</i></li> <li>• <i>CQC – It has been 10 years since the previous inspection so it is likely that Southam Surgery will have an inspection soon. CQC are likely to want interaction with PPG members who have advised they are happy to do so. We are focusing on ways we can achieve the outstanding mark with CQC without taking the focus away from patient care.</i></li> <li>• <i>There were reports of inconsistency with online appointments although we have advised this changes in regards to when you access this system. Overall feedback was extremely positive with members advising that appointments are much improved and there are no concerns over availability.</i></li> <li>• <i>Respect forms were discussed with different ideas of how we can make more patients aware of this service. We are all in agreement that there needs to be greater awareness and discussions around death and how you would like to be cared for towards the end of your life. There were discussions about creating some leaflets on the</i></li> </ul>

		<b><i>matter which could be available within the Surgery or possibly a facebook post to raise awareness.</i></b>
4	<b>Southam Surgery update</b>	<ul style="list-style-type: none"> <li>• Dr Kavin has completed his placement and is working as a salaried for us until April 2026** this has now been extended for another 6m at 6 sessions per week – dependent on future funding.</li> <li>• Heather is leaving after maternity in mid March – we are currently recruiting for a PSM.</li> <li>• We have an apprentice starting this week – Kylie will help with social media/do carers work/NHS app support. Kylie will also take on a project of getting in touch with NFU Young Farmers to see if we can collaborate on a mental health event.</li> <li>• COVID Spring boosters are starting 13<sup>th</sup> April 2026</li> <li>• Men's health event – Dr Kavin is looking at starting a mental health walking group.</li> <li>• Appointment data February 2026 1954 total GP appointments 14 DNA 385 patients had multiple appointments.</li> </ul> <p><b>Friends and family results December 25 – February 2026</b></p> <p>402 Very good</p> <p>35 good</p> <p>7 neither good nor poor</p> <p>1 poor</p> <p>0 very poor</p> <p>0 don't know</p>
6	PPG update	<b><i>No updates from PPG</i></b>
7	Any other business	<ul style="list-style-type: none"> <li>• <b><i>Members of PPG group to look into proper directional signage for Southam Surgery, with members happy to speak to local council regarding this.</i></b></li> <li>• <b><i>To check if local estate agents have any information on Southam Surgery within their welcome packs and if not to see</i></b></li> </ul>

		<p><i>if we could provide them with some information. Also to check if the Library has any information on Southam Surgery for local residents.</i></p> <ul style="list-style-type: none"><li>• <i>Advised there is a small leak on the roof of Southam Surgery which is in the process of being fixed, advised scaffolding will soon be going up and that the leak is only affecting the admin areas of the surgery.</i></li></ul>
8	Location, date, and time of next meeting	<i>Wednesday 10<sup>th</sup> June 1pm</i>