



Kirby Road Surgery

PPG Meeting Agenda 29.04.2026

Present:

Practice Staff:

AK- Managing Partner

JFG- Office Manager

RNB- Quality Assurance Manager

YD- Clinical Lead Pharmacist and Digital Transformation Lead

AG- Practice Secretary

Patient PPG Members: AG (Chair), KW, JR,JG,HJ

Points Discussed		Notes	Action/ Result
1.	Introduction and Apologies	Apologies from AK and MAW- HJ will be late as stuck in traffic	
2.	Review of previous meetings minutes	Previous minutes signed off by members	
3.	Confidentiality statement and Conflict of Interest	RNB went through the importance of confidentiality as a reminder. No conflict of interest identified.	
4.	Actions from last meeting	Chair checked that there were no actions from last meeting	
5.	Appointments and telephone system updates	As stated at last meeting the long menu message removed. MD- nothing has changed since last meeting.	
6.	Vaccination updates	MD- Patients over 75 can now get spring covid booster into May. H/bound and care homes vaccinations going well-2 dates already agreed for further visits. RSV now recommended to elderly population also	

		75+not a new vaccine but it is to us now being available. JG_ not for under 75? MD- No KW- RSV not a term that is familiar to patients, is it beneficial for health and financial reasons? MD- Yes definitely, all instruction is from NHS England.	
7.	PPG recruitment	No new members RNB- if anyone has any ideas for recruiting it would be welcome AG- I know a couple of people who might be interested, what is the core number for this group? RNB—I think under 20 as I remember. HJ- at my clinic we talk about PPG with the patients in clinics. KW- Bit obscure on website, down the bottom and I don't think people will know what it is? just saying PPG? do they know what that is? Could you maybe write a description of what it is and what is involved, people might then be interested if they know they can affect decisions and have input? RNB- yes good idea, thank you, we will look into that. AG- could we not also use the newsletter to ask for new members?	
8.	Updates from the Surgery	RNB- New websites pending in the next couple of weeks so look out for the changed and let us know your thoughts. I will send out a message when its complete and would welcome any comments.	

		MD- Direct online booking has arrived in many areas but not with us yet, will be coming.	
9.	PPG topics to raise	None submitted.	
10.	AOB	JG- I know there has been a lot in the news about confidentiality and data safety. AG- Bio bank I think MD- Not NHS or primary care side, our data protection is rigid, NHS app also very safe. All software is approved and used by the biggest companies in the UK. AG- in the last meeting you mentioned shingles vaccine, is it now available? MD- only if you are eligible, still criteria to meet over 75 or compromised. HJ- I just want to say I've used the triage system twice now and found it very easy to use and got a quick response, very good so far, JG- Yeah its getting busier too and pts seem to like it. MD- being linked in June to the NHS app also.	
11.	Date of next meeting to be discussed	Wed 15 th July at 6pm TBC	