KELVEDON & FEERING HEALTH CENTRE

Patient Participation Group Meeting

Thursday 18th September 2025 @ 1pm-2pm

Present:

(BM) Co-Chair
(SW)
(KL)
(NBB)
(AT)
(CT)
(SC)
(PS)
(SE)
(DW)
(MF)

Apologises: (GB)
(NB)
(KP)
(AT)
(KT)
(LB-B)
(CW)
(JS)
(MV) – K&FHC Practice Manager/Co-Chair

MF – Minute taker

.

ITEM	AGENDA	SUMMARY -MINUTES
	Agenda inserted	K&FHC PPG Agenda 18.09.25.doc
1	**Welcome & introductions**	PM: MV on annual leave & went round the group
2.	**Minutes of the previous meeting**	Declared – All had the minutes and there are no items to be brought up, declared as an accurate record. Approved
3.	**Flu Season & Dates**	Text messages starting to be sent for flu clinics to be booked in - Children not on yet - Pneumonia at the same time? - Not doing covid - If patient has done at pharmacy, we should receive a notification
4.	**Practice updates**	New staff update. • New Diabetic Nurse and two new GPs Dr Adu and Dr Khuram. • We currently have a vacancy for a HCA with is impacting blood appointments at the moment. • Current vacancy for a prescription clerk New build is going ahead, Hope to be in for 2027, planning application went through on 12th August 2025

		• BM- would like to discuss further expansion with Marie, concerns for how it could be expanded over time if needed. Question raised over if a number of homes needed to be sold before the surgery could be built. • PPG would like to request a meeting with the developers. • Parking of 32 spaces, will there be a staff allocation. Subgroup formed of Brian Mister Sandie Walsh, Linda Brandon-Bravo, Anne Tremain, aim is to look at fixtures and fittings desks etc. No budget, look into funding schemes. Marie to provide an update of what's needed with the minutes.
5.	**Total Triage**	From 1st October Triage will be open all day 8.00- 6.30, encourage urgent to come in between 8-9 and not urgent after 10. 3.30 cut off for next working day response. Possibility of a second clinician triaging depending on how management the workload is.
10.	**A.O. B**	Positive feedback received on the phone system and countdown in the queue provided. Feedback on low uptake of childhood immunisations is there anything that can be done to improve this?
11.	**Future meeting discussions**	Option of Developer to attend. Plans to be circulated if possible but was noted these are available on the planning website
12.	**Next PPG Meeting**	Thursday 11th December 2025 at 1pm Kathy Lees sends her apologies.

Meeting closed at 2.00pm