

Leatside Health Centre Patient Participation Group

Minute of meeting held
on Tuesday 16th September 2025
at Leatside Health Centre

MEMBERS PRESENT

Robert Lamberton Chairman

Rosemary Musgrave Secretary

Maggie Harris Treasurer

Len Cunningham

Kay Gillow

Iain Norman

Amanda Norman

Ruth Major

Spencer Wimbleton Specialist guest

HEALTH CENTRE REPRESENTATIVE PRESENT

Caroline Pugh Practice Manager

1. APOLOGIES

Apologies were received from, Dika Jewell, Kippy Jewell, Sue Solway, Angie Pearce and the Practice Partners

2. MINUTES OF PREVIOUS MEETING

The minutes of the previous meeting on 12th August were agreed as an accurate report of the meeting and were signed by the Chairman.

3. ACTION POINTS REVIEW

a. *Contact with other PPGs by Iain – Iain to meet the St Agnes rep to exchange ideas.*

The meeting hasn't happened yet

b. *Purchase of the 24- hour BP monitor, a picture of the handover to be put on the notice board and on the websites and a letter to be sent to the relative that made the bequest.*

The monitor has been purchased and the software is being installed. Caroline and the partners are very grateful. The pictures still need to be taken and the relatives need to be contacted.

Caroline has also sent for some samples of plastic covers for pillows, the other thing requested by the surgery. This will be discussed at the next meeting

c. *Contact with Moira re the Veterans champion situation*

Ruth knows a lady who's very keen. Caroline gave Ruth Moira's email address to forward to this to the lady

d. *Discussion with Caroline about the possibility and benefit of having information stands, promoting health and wellbeing, available on the vaccination days, and the date of the vaccination day*

The vaccination day is October 11th. Arrangements for this day is a full agenda item

e. *Discussion of arrangements for the day is a separate agenda topic Invitation to the diabetic specialist nurse to talk to us about the practice's diabetic service*

Caroline will invite Stephanie Thomas, the diabetic specialist nurse, to attend a meeting

f. *Implication of the proposed changes to reimbursement of blood tests*

Caroline told us that at the moment there is no action on this. She doesn't think that the proposed changes will have a great effect on the practice

4. TREASURERS REPORT

Maggie told us that, after spending £1461.35 on the blood pressure monitor, there is £564.74 in the account. Book sales continue to provide a steady income.

The next donation will probably be for the pillowcases. 23 will be needed, once Caroline finds something suitable.

It was agreed that pictures showing how the PPG funds are raised should be on display at all vaccination days and public events

5. FUTURE DIRECTION AND PRIORITIES FOR THE COMING YEAR: SURGERY. PPG

Maggie Iain and Bob are going to an “Integrated Neighbourhood Team” meeting on 30th September. They will give feedback at the next meeting. This might be an area that the PPG can become involved with.

Hopefully we can meet with the specialist diabetic nurse to discuss diabetes facilities and self-help groups, Spencer is retiring from Diabetes UK in 2026. He told us once more that support groups and events are still very patchy, mainly in the Helston area

Caroline told us that the practice would like us to concentrate on explaining the ring-back system and also explaining the new way of working within the practice e.g. specialist practitioners.

6. EVENT PLANNING AND STAFFING, INCLUDING VACCINATION DAYS

Everything is in hand for the pasty festival stand on September 20th. An indoor stall has been allocated to the PPG. The usual format will be followed namely a raffle, pictures for sale, information leaflets available and posters, including DNA figures.

A rota has been organised. Rosemary will be away and gave her apologies.

There is only one dedicated vaccination day this year, October 11th, invitations are being sent out for the 1070 appointments that are available. Covid vaccines are only available to the over 75s this year, the flu vaccine criteria remain the same as last year.

In addition to the vaccination day Maggie and Delwen will be doing weekday clinics as needed

A rota was decided for 11th. The PPG will as usual be serving tea, coffee, biscuits and cakes and will run a raffle as well as directing the patients to their appointments.

Maggie will contact Sue Phillips to set up a stall to promote the memory cafe just inside the main door. Other information leaflets, including diabetes information, will also be displayed on this stand.

Caroline told us that the practice needs a list of veterans containing name and date of birth. It was agreed that patients could be given a form on entry to the vaccination day which they could fill in if applicable,

7. COMMUNICATION UPDATES

Caroline explained that after October 1st urgent requests for a doctor can only be put onto Klinik until 1pm, or earlier if the system is full, Routine requests for future

appointments can be entered throughout the working day, Urgent requests, that do not need 999, can still be talked about by phone and face to face at the reception desk

Will, Robbie, Ian and Ann have joined the physio team, Dora and Sher are new HCAs

8. ANY OTHER BUSINESS

Rosemary passed on feedback from an elderly patient that she had to struggle up the steps only to find that the surgery was closed. She asked that a notice be put at the bottom of the steps when the surgery was closed for training etc.

Caroline agreed that this was a good point and that it would be done

9. DATES OF FUTURE MEETINGS

Wednesday 26th November at 6pm

Tuesday 20th January at 6pm

THE MEETING ENDED AT 19.40

ACTION POINTS

1. Contact with other PPGs by Iain – Iain to meet the St Agnes PPG representative to exchange ideas
2. Put pictures of the handover of the blood pressure monitor to on the notice board and on social media and a letter to be sent to the relative that made the bequest.
Caroline to ask Alison, the finance administrator to write the letter
3. Contact with Moira re the Veterans champion situation.
4. Feedback from Bob Iain and Maggie on the Integrated Neighbourhood Team meeting
5. Take pictures of the PPG at vaccination days and public events to show how money is raised
6. A notice stating that the surgery is closed at any time during working hours should be displayed at the bottom of the steps leading up to the entrance.
7. Caroline to invite the specialist diabetic nurse to attend a PPG meeting
8. Caroline to research the waterproof pillow covers requested by the practice