

**Patient Participation Group  
Minutes of the meeting held on  
November 27, 2025**

**Present: - Chair-** Susan Wakeley (SW)  
Lizzie Shisler (LS)  
Niamh Seeney (NS)  
Tricia Finn (TF)  
Andrew Fraulo (AF)  
Janet Woodcock (JW)  
Ian Lowe (IL)

**Apologies: -** Dr. Pollard

**Resignations:-** None

SW welcomed everyone to the meeting.

Minutes of the last meeting held August 7, 2025, were accepted as correct by the PPG members present.

1. **Crick Medical Practice Update.** -NS
  - a. Flu clinics now finished for this year. Vaccine take-up was good.
  - b. West Haddon surgery expansion still ongoing. Three builders' quotes needed for submission, two of which already obtained, awaiting the third.
  - c. Dr Rebecca Handcock started on November 14, 2025. A new Registrar has also started - Dr. F. Param who will be with the practice until August 2026.
  - d. LS informed the PPG members present that she was retiring at the end of March 2026. The Practice is currently in the process of recruiting a new practice manager.
2. **National Association of Patient Participation (NAPP)** – LS informed the PPG that this group was disbanding. SW asked if a more local group could be set up. JW advised that such a group did exist but was disbanded through lack of support.
3. **PPG Update**
  - a. PPG Constitution – SW asked if a virtual meeting was at all possible, LS advised that it had been trialed at Danetre but that it did not really work, it was agreed to keep PPG meetings as they are currently. PPG to remain in charge of the bank account. TF was elected Treasurer, signatories to be SW, NS and TF. Nigel Woodcock to be asked the audit the accounts. SW to publish the Constitution preferably on the Practice website.
  - b. Bank Account – TF has obtained the relevant form from the bank to alter the signatories. SW, NS and TF to action.
  - c. Virtual PPG meetings- it was agreed to keep PPG meeting as now.

- d. New PPG members - Attending the flu clinics proved very productive. Two new members – Rosemary Sage and April Blye are hopefully joining in the new year .IL is currently contacting possible new members. AF asked what age group those people interest in joining the PPG were in. IL said 8 people were over 50 and 4 people were between 30-50. AF also asked what the maximum number of PPG members were allowed. SW advised the new Constitution states a total number of 20 members.
- e. SW had contacted Dr. Marchant to update her on the work being done by herself and IL re: the boat community. IL said that one of the main problems was the varied mobility of the community, some boats stayed for long periods of time, other just a few days. It had been suggested that a small leaflet with essential information only be developed for this community and that posters be put up at all the local marinas. IL advised that most boaters currently phone 111 for help and advice.
- f. SW/IL to develop leaflet to include QR code with Practice contact details.
- g. SW asked that an AGM be scheduled for early next year to ratify the PPG Constitution including roles and responsibilities. Nigel Woodcock to be asked for advice on the procedure. It was agreed the date for this meeting would be Thursday March 5, 2026, at 11:30am at Crick Medical Practice. The AGM to be followed by the normal PPG meeting.

**.4. AOB**

- a. LS advised that the Practice was agreeable to putting the PPG minutes and agendas on the Practice website.
- b. JW spoke about the ear waxing service provided by 'The Ear Clinic'. NS said that patients could be made aware of the service if they asked.
- c. SW had been asked if the migrants at the hotel were seen by the Practice. LS advised that the Practice must register them and provide an interpreter if needed at consultations.

**Date of next meeting:**

**March 5, 2026, at 11:30 at Crick Medical Practice.**