

## PPG/Medical Centre Meeting MINUTES

Meeting held on **Wednesday 16 July 2025**, 2.00pm to 3.30pm at Fressingfield Medical Centre  
**Attended by:** Clare Good [CG], Practice Manager, Members of the PPG: John Alborough [JA], Penny Alborough [PA], Judith Lilley (Acting PPG Chair) [JL], Nick Stolls [NS], Linda Webb [LW]

NB: Judith Lilley has agreed to act as Acting PPG Chair until further notice.

### 1. Welcome and apologies for absence :

- (a) **JL welcomed all to the meeting and a new PPG Member** Linda Webb
- (b) **Apologies for absence:** Tracey Holder, Kamal Ivory [KI], Liz Stolls [LS], Bryan Threadgall [BT]
- (c) **Minutes of last meetings** held on 21 May 2025. These were approved at this meeting.
- (d) **Any matters arising from the Minutes:** (5a) external door at Stradbroke. JL to update under item (2d)

### 2. PPG Chair items

a) **PPG Member** Rosie Hall has resigned from the PPG, since she is moving out of the area.

b) **Hartismere Hospital – (i)** discussion from Barry's presentation & further thoughts.

#### **ACTION JA: Guest speaker Barry Gibson to be asked for copy of his presentation for distribution to the PPG**

JA commented that the role at Hartismere may change following recent Government Decision that it wants more care in the community which should be good news.

NS commented that, as in previous situations, this will be an on-going process that will take time which may overlap with a new Government with different changes.

**(ii)** CG advised she had been contacted by Hartismere League of Friends that had offered a donation to help the Practice. CG had thought of suggesting two new wheelchairs – one for each site – since the current ones are not now fit for purpose. Or spare memory cards for ECG machines (cost approx. £120 each) which will help the ECG machines to be able to have a quicker turnaround for patients waiting to use them.

c) JL update on **Befriending Service promotion**. CG advised there have been some enquiries to offer help. [see also item 3 (c) (i) ]

JL had also heard about The Contact Club at Stradbroke Hall, which is in its 21<sup>st</sup> year and offers refreshments and the opportunity to chat with others or play games. It is held in the Web Room on Tuesdays from 10am to 1pm. "*Club aims to bring happiness and comfort to its members*"

<https://infolink.suffolk.gov.uk/kb5/suffolk/infolink/service.page?id=BJ5YhtQrryA>

#### **ACTION: JL will visit the Club to find out more information**

It was suggested that information on what is offered at both the Stradbroke Community Centre and the Leisure Centre, including any social prescribing activities such as gym access.

**Stradbroke Library** as a local services information location.

**ACTION: KI to be asked to be the collator of info/services.**

CG advised that in Eye, there is a group called *Families Together Suffolk* that is located above the old bank and aimed at parents with young children.

<https://www.familiestogethersuffolk.org.uk/>

**ACTION: CG to send contact info to JL for her to contact the group**

Other services to help people in the area:

**FressExpress.** NS advised that this is a fairly new service. There is no central repository for all services.

It was commented that for lonely people, there could be transport problems to attend clubs or group meetings.

d) **Stradbroke Community Hall access doors.** JL had been advised that experts have been engaged to review the access doors and on any changes required.

### **3. PPG Members Items**

a) TH feedback on how the CPR training had gone using the CPR link. For next meeting.

b) **CPR Training at Fressingfield.** NS advised that the PC had approved funding for another session of CPR training and how to work a defibrillator. He advised that last time part of the practice donation grant fund had been used and CG advised that the Partners had agreed to this.

Date for Fressingfield course: 9 October 2025 from 2pm to 5pm. Aimed at 15 new volunteers.

NS advised that he will contact local First Responder, Steve Hammond, asking if he would give a short presentation.

c) **Local publicity circulated by PPG.**

(i) Befriending information. JL had sent out this information to PPG list. She had not seen it appear in the Stradbroke on-line site and she will chase this. **ACTION: JL**

(ii) JA advised the information on the Fressingfield Medical Centre had appeared in "Village Voice" June/July issue. This serves the villages of Denham, Hoxne, Syleham and Wingfield. **ACTION: JA to bring the VV issue to next meeting**

### **4. Practice Items**

a) **'Flu vaccination clinics 2025.** CG advised that the flu vaccines have been ordered and the clinics will take place on 4<sup>th</sup> and 11<sup>th</sup> October. The session on 11<sup>th</sup> October will end at 5pm. Those eligible will be allocated alphabetical time blocks.

For car parking helpers, NS had spoken with the leader of 16+ years Scouts and the request had been agreed in principle. He suggested that CG and JL start discussions with

the Scout Group on process, numbers, safety etc. *[It had been advised later that there were no Scouts available to help]*

NS advised that he will provisionally be able to help on the day.

JL asked PA to send out an email to PPG members asking on which days and times they are able to help. **ACTION: PA** *[sent out on 26 August]*

b) **RSV vaccination clinics 2025.** CG advised they had not been contacted on this yet. JA advised he had received a notice to book RSV vaccination, but he had not been able to book at any of the listed venues.

c) **Covid vaccination.** CG advised that Covid vaccinations will be made available for over 75s on the same days as the Flu vaccinations.

c) **Practice Newsletter.** A new newsletter to be planned soon.

d) (i) **Future surgery updates from CG.**

CG advised that after 30 years' service Dr Jim Morris will be retiring as a Partner at the Practice. He will remain as a salaried consultant for two days a week.

When his replacement GP is known, **ACTION: JL will send out the notice via the PPG list.**

If PPG members are asked by patients, the response should be:

- Dr Morris is cutting his workload from 4 to 2 days a week until end of December. He is retiring as a Partner GP, but staying on as a salaried GP for 2 days a week.
- The Practice Group is actively seeking a replacement GP to start from January 2026.
- The Practice has a Nurse Practitioner for Minor Illnesses – Raph Ponnudurai For Chronic diseases – Lucy Ward will be returning to work with Fressingfield
- Wendy Den Blecker, our ANP who retired last year, is returning for some sessions and Duncan Saunders, our Paramedic, is working a few extra sessions.
- Care Navigators. This is still a work in progress, but it is now working well. Other receptionists will be trained.
- Dispensary. JA commented it is working well at Fressingfield Practice in his experience.

CG advised they are back up to speed since last September with now having 11 dispensers and are going down the route of training their own staff by paying for the courses for NVQ Level 2 "Buttercup" dispensers.

Unfortunately Stradbroke had to close on two occasions owing to staffing problems.

- Christmas period Dispensing Hours. JL suggested putting a reminder on previous prescriptions. Also **ACTION: a message on Christmas closing to be send out to editors on the PPG list.**

(ii) JL to initiate discussion on how PPG members should respond to information/ rumours concerning the Practice.

JL advised that she had heard 2<sup>nd</sup> or 3<sup>rd</sup> hand that Dr Morris was leaving the Practice and this prompted her to question what actions, if any, PPG Members should take under such rumours. See 4(d)(i)

**e) Practice Group Catchment Area.**

CG advised that it is being considered to cease the unofficial concession for patients, who move to Harleston, can remain registered at the Fressingfield/Stradbroke Practices when living at the first move. This will not affect those patients currently residing in Harleston. The population in this practice catchment area is increasing and bringing extra pressure on the practices.

CG advised that blood tests already have to be sent to Norfolk & Norwich Hospital. The PPG members present at the meeting agreed with this proposal.

CG will mention this view at the Partners' meeting on 21 July.

**f) Following Aly Spicer talk in PPG Group in May.** JL asked if Aly could provide a questionnaire for people undergoing chemotherapy. NS commented that this is a highly pressured time in a person's life and the timing may not be a good idea. JL suggested aiming at those ending chemotherapy.

**g) Missed appointments notice.** CG advised that we have a sign up in reception stating the number of missed appointments that month

**5. Any other Business**

a) NS\_ any update on the amendments to Framfield leaflets. There is a paragraph on the website and NS will check the content. Thereafter, no further action required.

**6. Agree date of next meeting : WEDNESDAY 1 OCTOBER from 2pm to 3.30pm**

Also, in December a short PPG meeting will be held as a review meeting.