THE VIEWS EXPRESSED IN THESE MINUTES ARE THOSE OF PPG MEMBERS AND NOT NECESSARILY THOSE OF THE RINGMEAD MEDICAL GROUP

MINUTES OF RINGMEAD MEDICAL GROUP PPG MEETING HELD IN THE SANDHURST SURGERY MEETING ROOM ON MONDAY 20th JULY 2026 AT 1.30 p.m.

PRESENT:	**Alan Brown**	**Chair**
	Stephen Ling	
	Mike Butcher	
	Mike Blackman	
	Paul Amphlett	
	Vivien Gunner	
	Andrew Turner	
	Roger Halliwell	
	David Ainslie	
	Samit Gaba	
	Liz Halliwell	
Practice:	**Dr. Anant Sachdev**	
	Martyne Vermaak	
Apologies:	**Beryl Kingsnorth**	**Group Secretary**
	Tania Hewitt	
	Sandy Sweet	
	Glenys Kiff	
	Richard Fenney	

1. Welcome:

   The Chair welcomed everyone to the July 2026 meeting, and also welcomed Mr. Stephen Ling from PC Paramedics who wished to become a member of the Group.

2. Minutes of the Previous Meeting:

   The Minutes of the previous Meeting on the 18th May 2026 were accepted.

3. Resignations:

   Rita-McNicholas Gumm and Alison Williams have resigned from the PPG due to personal commitments. Grateful thanks were given for their participation and contributions to the PPG.

4. Practice Report:

   Leavers:
   Nurse Smriti – left last week
   HCAs – Ashley 8/10 & Csilla 14/8
   PSAs Meena & Lindsay left last week

Joiners:
Dr Amit Rauniyar and Dr Enas Shaban joining us from September
Dr Chaudhuri long term locum from 1st June for 6 months
1 HCAs – Sophie 3rd Aug and Samantha 1st September
1 PSA joined last week Kerry and Marta 10th Aug
Robin moved from PSA to scripts team

Rapid Health	7,994
Appointments	17,633
Incoming Documents	12,234
Referrals	996
Scripts	13,363
Results	7,891
Fit notes	684
Incoming calls	21,462
Outgoing calls	18,122
SMS	24,318

Covid & Flu Autumn campaign:

Sept – pregnant women and children, invites going out 1st week of August for Sept.
All other eligible invitations going out end of August for October clinics
i.e. Saturdays at:
3/10 – Birch Hill
10/10 – Sandhurst Memorial Hall
17/10 – Owlsmoor
(Making sure that the housebound and care homes are vaccinated early).

Dr. Sachdev reported that the Practice is currently working well, albeit being very busy with the general workload within the practice. On line consultations are working well but some patients are using it many times in one day, which is increasing the workload on both doctors and staff. Flexible work times for staff have been discussed with both reception and other staff and an external agency has been asked to deal with paperwork, letters, etc.

It was suggested that perhaps the PPG could have a part to play in advisory Cancer screening e.g. HPV vaccinations. Perhaps at Saturday Fun Runs information could be handed to running groups, particularly women, together with using Facebook. It was suggested that schools were the best places to disseminate this information. Dr. Sachdev said that this was already being explored.

Self-help referrals – it was suggested that one does not need to see a doctor for many things, as a lot of information and help can be found on the website.
An additional link has been added to the website front page from which patients can refer to this information which has been newly highlighted.

This information will be promoted through the SRA and other local magazines, and by local councils spreading information.

A patient asked if it was routine practice for patients to be notified of the results of medical photography screening. Dr. Sachdev reported that this was an external service and the GP is informed of the result and would report this to the patient.

Note: There is no facility yet for sending pictures, photos etc. in Rapid Health on-line consultations.

Repeat prescriptions requests will no longer be available by telephone.

A third-party company has been engaged to process correspondence and hospital referral documents greatly reducing the processing time.

5. Any Other Business.

   It was highlighted that the SRA magazine reaches 4,000 houses in Sandhurst whereas the Sandhurst Directory is distributed to 13,000 addresses in Sandhurst, Crowthorne and surrounding areas which could be a suitable additional means of distributing the practice newsletter. The chair will investigate.

   A PPG membership poster has been added to the news section of the practice website to encourage patients to become members.

6. Date, time and venue of Next Meeting – 1.30 pm, 21st September 2026, Sandhurst Yorktown Road Surgery Meeting Room (to be confirmed).

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