

**Patients Participation Group Meeting**  
**Minutes of Meeting held in the Memorial Hall Annexe**  
**Monday – 15/08/2022**

**Chairperson:** Michael Wright

**Minutes:** Michael Wright

**Present:** Mr. G Bedford, Mr. & Mrs. Busby, Mr. & Mrs Cameron, Mrs. D. Canham, Mr. J Chaplin, Mr. & Mrs P Gardiner, Mrs. B Hanks, Mrs. G. Holloway, Mr. F Lawrence, Mrs. R LeViscount, Mr. C. Looker, Mrs. M. McKenna, Mrs. D Neilsen, Mr. T. Perks, Miss J. Rubie, Mrs. P. Savage, Mr. A. Shute, Mr. & Mrs. Stafford, Mrs. E. Wood

**Woodchurch Surgery:** Helen Fox – Practice Manager

**Apologies:** Mr. & Mrs. A. Baker, Mrs. Y. Bedford, Mrs. P. Coe, Dr. J. Hickey, Mrs. P. Jones, Mrs. D. Wright, Mr & Mrs Peel

**Guest Speaker:** Mr. David Hopkins – Kent Fire & Rescue Service

**Chair's Welcome:**

Michael welcomed everyone.

**Minutes of Last meeting (23/05/2022):**

These were accepted.

**Matters Arising:**

There were no matters arising.

**Guest Speaker:**

David Hopkins gave us a very entertaining if somewhat scary talk on fire safety in the home, he stressed that fact that the KF&R Service are very keen to visit people in their homes to give personalised advice on the matter. This can be arranged via the website [www.kent.fire-uk.org/homesafety](http://www.kent.fire-uk.org/homesafety) or by telephone on 0800 923 7000. The main points of the talk were:

1. The most important items in the house are the Smoke Alarms and these should be checked weekly and cleaned regularly. Apart from the safety aspect there is also the issue that if they are inoperable then your home insurance is invalid. There are specialist alarms available for the hard of hearing.
2. Have an escape plan, keeps keys close to the relevant doors and keep the escape route clear. If you are unable to escape, go to a room away from the fire, block the doors so that smoke cannot get in and await rescue. Since all doors in the UK are warranted for 30 mins fire protection, the greatest danger is the smoke itself and it takes very few breaths of smoke for you to be overcome.
3. The most common source of in-home fires is the Kitchen and in here common causes are distractions (Pets, children, etc) and carelessness. In the event of an oil-based fire such as in a chip pan the best plan of action is to keep away from it, as the oil burns off the flames will subside. DO NOT put a damp tea cloth on to the fan as this may result in a violent fireball. Clean your toaster crumb tray regularly

4. Anything electrical that is not vital should be off at the wall socket if you are asleep or out. Although in this modern age all agreed this was easier said than done.
5. If stand-alone heaters are use ensure they are on stable, level surfaces and do not cover.
6. If you are a smoker – do it safely

#### **Woodchurch Surgery:**

Helen gave an update on the Surgery;

1. The Care Quality Commission visit went vey well and Helen thanked all those that contributed.
2. New staff have been recruited for the Dispensary but unfortunately on joining they went down with Covid which has led to the current problems. It would be advisable to allow a little more time than the usual 3 working days for repeat prescriptions to be filled. Helen will check with Dispensary with regard to the texting when prescriptions are ready since this appears to have stopped.
3. The telephone consultation service will continue, however Helen will relay the meetings feeling that the time slots could be more specific than just AM or PM.
4. There is no firm news on the Autumn/Winter vaccination programme as yet but it is being discussed, on possibility is a walk in clinic but further news will follow when available.

#### **Any Other Business :**

No A.O.B.

**Next meeting:** 21/11/2022 at 6pm in the Memorial Hall Annexe.

Refreshments were provided by the “Heavenly Helpers”

The meeting was closed at 7:15 pm