



Minutes of PPG meeting held on 27 November 2024

Patient member attendees: Steve Billingham (Chair), Alan White (Deputy Chair), Donald Gordon, Neil Smillie, John Greensmyth, Karen Henderson, Susan Zappert, Amanda Brodie and Maureen Cuthbert

Practice Member Attendees: Dr Mark Grandison, Kerry Donaldson (Secretary)

Apologies: Bruce Masson, Dr Hamish Shearer

Minutes

- Action points from the last meeting (28 August 2024) were reviewed and signed off as completed. Karen has spoken with Caroline Cowie re hiring the church hall. Various other venues discussed if the PPG was going to hold an event. Neil has spoken to the chairperson of Aboyne Green spaces to ask if they would be willing to improve and maintain planters at the front of the surgery. They may be able to help but funding may be required.

Constitution - Steve mentioned the constitution would need to be reviewed at the next meeting.

PPG Community Engagement

A Planning subgroup met and produced a PPG Community Engagement and Patient communication plan which had been circulated to all members prior to the meeting. Key actions were identified to bring the plan to life.

- Compile a list of local community groups. The list of groups is not exhaustive and will be a work in progress. Various other groups were identified and added to the list including groups from other areas.
- Discussion how best to disseminate information to reach out to a wider audience. Use local display boards, approach local businesses.
- Arrange a Patient information evening – to take place later next. E.g. invite local pharmacy, GPs to attend etc.

Patient communication Plan

- Moving forward with the patient communication plan Dr Grandison suggested quarterly information, seasonal, focus on current health problems, diseases/conditions, met the team, shire and regional updates and holistic.

Meeting closed at 20.35 pm with the date of the next meeting agreed for 26 February 2025.

Minutes prepared by: Kerry Donaldson