



Minutes of Meeting held on 12th November 2025

Patient member attendees: Alan White (Chair), Donald Gordon, John Greensmyth (Secretary), Susan Zappert, Neil Smillie (Vice Chair), Karen Henderson.

Practice Member Attendees: Dr Hamish Shearer, Dr Mark Grandison, Kerry Donaldson (Practice Manager), Dr Hannah Bottonne (ST3 Trainee GP)

Apologies: Amanda Brodie, Caroline Littlejohn, Maureen Cuthbert

Matters Arising:

- Google Drive; JG demonstrated the Google Shared Drive at the end of the meeting
- Approach to the Academy; HS has followed up and is awaiting further engagement
- FaceBook; JG now has full admin rights to the PPG Facebook page

Minutes

Community Health Information Event; (1st November in Victory Hall)

JG provided a summary report on the event and an analysis of the feedback questionnaire responses. (see separate document). There were approximately 80 members of the public in attendance and as such it exceeded our expectations. There was good engagement following the three talks with several questions from the attendees. AW expressed his thanks to all those involved in the organisation beforehand and on the day. Other than the poor performance of two of the three microphones the event was considered a success.

- JG has written to the Victory Hall highlighting the mic performance issue
- SZ offered to supply / source mics for any future event if needed
- Whilst the feedback was overwhelming in favour of an annual event of this nature it was felt that the overriding factor should be “when there is significant news to report to the community”

PPG Communications;

A Spring Newsletter will be prepared and a summary version will be submitted to the Fountain magazine. We will continue with the current process of emailing newsletters to the Contact Listing and printing out paper copies for the locations previously chosen to display them. We also considered setting up an Instagram account to endeavour to reach a younger demographic.

Dr Hannah Bottonne (HB) - ST3 GP trainee - gave a short but informative talk on the GP Trainee scheme which operates within the Practice. Currently there are 4 trainees at various stages of their training in the Practice. AW expressed his thanks to HB on behalf of the PPG.

Proposed Work Programme for 2026; Health promotion on a themed basis

- Focus on younger age group (i.e. under 50s and youth group)
- Ask Aboyne Schools what they would like to see
- Utilise responses from Health Information Event as basis for specific items to be communicated to the public

New Member applications;

Two new applications for PPG membership have been received and both were accepted. AW will write to the applicants and they will be invited to the next meeting.

AOCB;

The Practice will be undertaking a major project in late Q1 early Q2 to changeover to a new clinical system. This will result in about one week's admin downtime during the changeover and will require significant effort on the part of the admin staff and Practice Partners to ensure data is migrated correctly and quality controlled. An update will be provided at the next meeting.

Next Meeting;

11th February at 19:00 at the Health Centre meeting room.

The dates for the remaining three meetings for 2026 were also agreed as follows;

13th May

12th August

11th November

All of the meetings will commence at 19:00hrs and the May meeting will include a review of the Constitution and election of officers.

Minutes prepared by: John Greensmyth