

Broom Leys Surgery

Patient Participation Group Meeting

Minutes



Date: 21st May 2026

Time: 4:00 pm

Item	Item	Owner
1.	Welcome, Apologies & Introductions	
2.	PPG Champion. • Introduction of Kayleigh a member of the Patient Service Team who will now be the PPG Champion, she will be a named contact and help ensure that information is shared with members in a timely way and will helping to recruit new members.	
3.	Practice Update • Lighting replacement ○ We are currently replacing all our lighting with energy efficient fittings; this supports our ongoing Green Practice objectives and moves the practice forward in the journey to become net carbon zero. • Building Update ○ The practice is still working on raising funds for the building refurbishment. • Social Prescriber Emilia ○ Emilia, one of our Social Prescribers, is available to support our PPG if we want to reinstate coffee mornings at the practice, it was agreed that we would try to recruit new members and then revisit this option after recruitment as new members may want to be involved. • Identifying Veteran Campaign ○ The practice has been actively trying to identify veterans currently registered at the practice, a text message was sent to nearly 7000 patients and for those not receiving text messages, they were contact by phone or letter. The practice has now identified an additional 61 veteran patients. • PPG Recruitment ○ This week the practice sent messages, to over 6700 patients we are currently receiving responses from patients who have expressed an interest. ○ The practice will arrange for all patients who have expressed an interest to be sent a new members pack and arrange for them to attend a meeting to meet some of the PPG members.	

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4.	Active Together and Green Practice Update • Laura Draycott ○ Laura shared how the practice was participating in the Mental Health Awareness Week 11th to 17th May, the staff had been split into 2 groups and would record their activities. A number of activities had been planned over the 2 weeks, these included group walks to Bardon Hill, a staff and family walk around Thornton Reservoir and daily lunchtime walks around the hospital grounds. ○ A new option for the clinical teams to support patients was the development of digital links of safe exercises/movements that are linked to a patient's clinical condition. • Kate Scott – Development Officer Active Together and Let's Get Moving Champion attended the meeting and spoke about how she can support the practice in setting up a walking group. She has volunteered as group walk lead and Kate advised, that she will facilitate lead walk training for staff or PPG members should anyone want to be involved. One of the key areas that Kate wanted to help with was to promote our status as an Active Practice and to encourage patients to be more active.	
5.	AOB None	
	Next Meeting Thursday 16 th July	