1. Attendees

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| Frank Smith **(FS)** | Jo Shepherd **(JS)** | Claudette Neville (**CN**) |
| Anna Gilson (**AG)** |  | Dr Mark Robertson **(DrR)** |

 Apologies –Betty McBride **(BM),** Jane Bryant **(JB),** Jill Westwood (**JW),** Natalie Crabtree **(NC)**
  **DrR** introduced Joanna Shepherd the new Practice Manager and she described her many years
 of experience as a Practice Manager at a variety of Practices. She is settling in and looking forward
 to working with the clinical team and the PPG

1. Minutes of last meeting – 28th September 2021 – approved and signed
2. Matters arising: no further information about transport for patient to Dementia Cafe
3. Covid-19 vaccination programme **CN** gave an update on the vaccination clinic at the Woodlands centre. They are awaiting confirmation to give booster vaccinations to the over 40s and 2nd vaccinations for 16/17 yrs. They are also vaccinating 12-15 yr olds in special clinics arranged with the school.

Hardik Desai, Ticehurst Pharmacist who is the organiser and lead for the clinic, has received a national award, The Independent Pharmacist Extra Mile Award. The volunteer leaders have received from Rother Voluntary Action – The Outstanding Volunteer Award

**CN** said that there are occasional patients who do not have their 1st/2nd vaccinations on their medical records, probably due to a computer problem at the time. They are advised to ring 119 to correct this. **JS** also said that one member of the team has access to the Pinnacle computer programme and would be able to sort this out if 119 is not successful.
4. Flu vaccination programme most of the over 65s who wish to have this vaccination have had it. The Practice is now awaiting delivery of 300 vaccines for the 50-65yr olds. They will then set up a flu clinic and the committee offered to arrange volunteer marshals if required.
5. Dudwell St Mary **CN** met Laurence Thurlow the manager who has expressed an interest in the PPG. She gave him application forms for any staff or patients who would like to join the Virtual PPG.
6. Exercise equipment no follow up at present.
7. Practice update - **DrR** confirmed that Dr de Heer is leaving next week. There are national problems regarding recruitment of GPs however he is interviewing at present. Dr Tickner (Dr Patel’s wife) is joining the Practice one day a week and Drs Thomas, Wood, Patel and McIver will provide cover in the meantime.
Julie Watson is now the Manager for our local Primary Care Network (PCN). There is funding available via the PCN for extra clinical staff to be shared across the PCN however the present problem is recruitment of those with the relevant skills.
8. AOB none
9. Date of next meeting - Provisionally 18 January 2022

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Grant £550
Expenditure – Diabetes leaflets £118
 Delivery £120
 Donation to Diabetes UK £ 70
 School leaflets £ 46.50
 School leaflets and posters £ 35
 Total £ 389.50

Remaining Grant £160.50