

Minutes of the Laurel Bank PPG
held on Wednesday 8th July 2026 at 14.00 on Teams

Present: David Williams, Esther Sadler-Williams, Peter Overmeer, Edward Rigby, Dr. Mark Edney

1. Welcome and Apologies

David welcomed everyone to the meeting.

Apologies received from:

Janet Foster, Roy Kerry, Marianne Poulton, Rhiannon Wilson, Wendy Bell, Trish Thompson, Ian Waddington, Suzy Leaman
Denise Bradley has advised her intention to step down from the PPG.

2. Approval of Minutes and Matters Arising:

None

3. Practice Update - Edward

- Premises update Tattenhall: the proposal for adoption of the premises located at Barbour Square continues to be developed. Edward advised that patient consultation via the PPG could be required as input to the business case. The attendees indicated their availability to help during July/August if required.
- The Practice website is currently being rebuilt and, in due course, the PPG page requires updating within the new structure and look. Esther has offered to review the PPG section of the surgery website in the 2nd half of August.
- PPG Noticeboards – David noted from a visit to Malpas that there is currently no PPG board there. Edward said one would be reinstated.
- Issues with the Tattenhall pharmacy were discussed. The Practice are aware of some performance issues which, of course, they cannot influence. This has created some rework as a number of patients have switched their prescriptions to Waverton. David and Peter reported that the Farndon pharmacy is functioning very smoothly at present.

4. Patient IT Support - Rhiannon

Supporting patients with NHS App access remains a priority for both the Practice and the PPG. As a Trustee of Older People Active Lives (OPAL), Rhiannon works with groups of older people and has previously organised, with a team of volunteers, a support session to help individuals set up and use the NHS App and PATCHS.

A session has now been organised This has now been confirmed for 12.00 Friday 31st July at Farndon Memorial Hall. The Practice supports this and will identify suitable patients and send invitations. Rhiannon has provided a flyer for distribution.

5. Noticeboards

The PPG Noticeboards were discussed. Esther and Peter have cleaned up and simplified the Tattenhall board and have now set up 2 dates to review notice boards. 19th August for Farndon and 27th August for Malpas. In the spirit of “less is more”, core content of Message from the Chair, Janet’s PPG purpose, Minutes of PPG Meetings was recommended. This needs a local resident in each village to “own” the noticeboard.

6. Constitution

Peter will review the PPG constitution against that used by the Drs Adey and Dancy practice, noting that its more informal language might support recruitment

Peter will discuss the subject further with David after his review.

7. AOB

- In view of the small attendance and the summer lull it was agreed that setting of priorities should be held over to September. The agenda 'long list' is attached for reference and thoughts.
 - Patient experience (observe and align)
 - Support of Practice communications
 - Website review
 - NHS App support
 - Noticeboard effectiveness
 - "lan's signposting" refresh
 - Newsletter value and frequency
 - Potential fundraising
- Dr Edney thanked the meeting and looks forward to re-engagement with the integrated PPG

DATE OF NEXT MEETING
Wednesday 9th September 2026
at 6.30-8pm, Tattenhall Vault St. Albans