**Minutes of the Kenmore Patients Group Meeting**

22nd May 2025

Kenmore Medical Practice

**In attendance for the Chair**: Simon Rodrigues, Graeme Jump.
**Attendees:**      Jan Ash, Fran Watson, Ron Dixon, John Mills.

**Partial Attendance:** Jenny Smith
**Apologies:** Andrew Blain, Tomi Komoly, Angela Philpott, Di McVeigh, Peter Davenport,

**1. Welcome and Update on Chair**

* SR And GJ Chair the Group in absence of AB
* **S.R. and G.J. identified their support for A.B. during his absence**, and agreed to fill this gap.

 **2.[ Establishing] Group Updates.**

* Online Calendar Success, allowing the group who were [are] present and not present an update on the next meeting date.
* Hazel Tritcher (HT) had provided, after the last meeting, draft documents, outlining meeting structures, delegation procedures, and communication expectations. Some members had received these but not all. Copies were circulated
and the material was warmly welcomed as very helpful.

 **3. Practice Updates (Provided by JS)**

* Financial challenges due to **rising national minimum wage** and insurance costs.
* Discussion on **social media and patient engagement** to improve registrations.
* How to better market Kenmore Medical Centre for new patients moving into local area.
* Discussion on how the Group works towards having a mission and values statement.

 **4. Group Introductions and Role Definitions**

* Members shared their views on the mission statement slides provided by H. T.
* Recognised **communication, engagement and volunteering** as key priorities.
* Emphasis on establishing the outreach of the Group to patients so as to understand, better, what the Practice patients feel about their Doctors' surgery and the care provided.
* Community connections and events, connecting the surgery with the greater community and local schools.

 **5. Future Planning**

* **S.R. and G.J. have been working on information pamphlets for patients, have now been approved.**
* The proposed meeting to explore the Group’s Vision and Mission remain on the agenda and awaits further discussion and approval by the Group.

**Action Items**

✔ **S.R** to Email To Group**Terms of Reference**.
✔ **G.J.** to stay in touch with the Surgery and Arrange attendance for future meetings
✔ Members to test **online calendar** and provide feedback.
✔ **S.R. & G.J.** to meet / arrange a call with **A.B.**.

**Next Meeting Details**

**Date:** 24nd JULY 2025
**Time:** 2:00 PM
**Location:** Kenmore Medical Centre