

**CARNOUSTIE MEDICAL GROUP
PATIENT PARTICIPATION GROUP**

**Minute of Business Meeting held at Parkview Primary Care Centre
on Wednesday 10th June 2026 at 2 p.m.**

Present	Meeting Chair – Pauline Ward
Committee	Sheena Pritchard, Alison Smith, Ruth Jack, Pat Hay, Margaret McKinlay; Jeanne Kirk
	Kelly Forrester Practice Manager

			Task
1.	Welcome and Apologies Pauline welcomed everyone and Kelly to the Meeting. Apologies from Ethel O'Donnell; Stuart Anderson; Nancy Rudd; Gwen Pyne; Barbara Bromley, Pauline Craw Kelly introduced herself and gave a brief outline of her background. She is very happy to deal with any complaints from patients and has a lot of ideas on how to improve the patient's experience of the Health Centre.		
2.	Minute of previous meeting on Wednesday 29th April 2026 was approved and signed.		
3.	Matters arising from Minute		
	i.	Pauline said Lynn gave an interesting and informative talk.	
	ii.	The Power of Attorney meeting that was held in the Library was very well attended with approx. 38 people there and everyone felt it was very informative and interesting and helpful. Some people have already updated their Powers of Attorney. Wiktorina Wisneiwska from Thorntons (the solicitor who gave the talk) is to give the same talk to the residents at Barry Downs.	
	iii.	Befriender's Meeting was held in the Co-op. the meeting was not well attended. Ethel had sent out a very informative note on her meeting with Tom McKay on the Patient Transport. Pauline is trying to get a steering group set up in order to then get charity status and then be able to apply for funding. Once charity status has been obtained PVG training can be set up. Kelly said that she has applied to Tay City Deals Training to allow training for the Medical Centre staff. Pauline will look into this. Pauline to try and canvas for volunteers at the Gala day and on the streets.	

			Task
		Edzell has possibly a patient transport group and Ethel is going to speak with them to see how they are functioning	
	iv	Pauline went to Dundee Community Transport who run a paid transport scheme. Pauline to meet with Nicola Mitchell who is the Development Manager in Scotland for the Community Transport Association to find out more about possible schemes. Participants pay an annual fee of £10 and then pay for each journey. A taxi to Stracathro could be £160 return, but under the scheme it would be £45, for example.	
	v.	Advertising banner - this to be carried forward to next meeting.	
4.	Medical Group Update Kelly Forrester attended the meeting and hopes to attend all the meetings.		
5.	Finance Audited Accounts to be presented by SA has been carried forward to the next meeting as SA not at meeting.		
6. & 7.	Ideas of how to promote the PRG and engage with patients and create a more welcoming and friendly environment in the waiting area. It was suggested that the chairs could be moved closer together to allow patients to talk to each other. It was suggested and discussed that, maybe, once a week some of the PRG group would be in attendance to make patients in the waiting room a cup of tea. Kelly will raise this at the next Partner's Meeting on 17th June. The website was discussed and Kelly said that she has a few changes in mind to update the website and this was welcomed by the group. Pauline will send Kelly the updated PRG article to be uploaded to the website. It was suggested to promote the PRG through Facebook. It was hoped to have a larger screen in the waiting room. Discussions took place on EConsult and how many are sent in each day and Kelly said that it is not always possible for the EConsult to be allocated to the requested doctor as they may not be available. The repeat prescriptions are made up and checked by the admin staff and the doctors then give them a final check and sign them. It was asked if instead of getting two months medication could this be upped to three months. The only issues here are that some prescriptions are not picked up from the chemist and wasted and it has been known for certain people to get drugs and then sell them. The equipment in the POD is to be updated, and the software upgraded at a cost of £3,000 and the scales will also be updated at another cost of £3,000 and they will be linked into the software.		

	Task
	The PODs should be working again shortly. Pauline mentioned to Kelly about the new Pharmacy that is hoping to open in the High Street, she has met with the two men involved and they already have premises in Oban and Campbeltown. They have not made any contact with the Health Centre about their proposal. It was said that it would be good to have it open on a Sunday but queried the location and it might be better along the other end of Carnoustie.
8.	AOCB Pauline mentioned that Chest, Heart & Stroke (Scotland) who offer screening and do not charge. They would do one day and month and check blood pressure, cholesterol etc. and would pick up any issues with people who have no symptoms. Kelly will raise this at the next GP Meeting as this may mean that they would get more referrals. Pauline asked how the staff were and Kelly said that the staffing was good and they are looking at getting funds to increase GP hours. Pauline mentioned GP Joy which is a way of recruiting GP's and is used in the Islands and GP's work for a few months then move on. Kelly will look into this. Medlink is not used in Carnoustie but is used by all other practices in Angus. Kelly is also to look at putting out a message on Facebook to ask patients to ensure that their details are all up to date and then gradually send out text messages to patients with their medicine review. It was suggested that maybe a McMillan Coffee Morning could be held in the Health Centre – Kelly will look into this and find appropriate dates. The group also mentioned the blister pack recycling and asked if the Health Centre was still to get the recycling box. The group explained the whole saga of trying to recycle the blister packs. Kelly was not aware of this but would look into it.
9.	Date & Venue of next meeting – Wednesday 19 th August 2026 in PPCC at 2pm.

Pat Hay
Date 10th June 2026

Minute approved

Dated

Seconded

Dated
