



Meeting Name: PPG Meeting

Venue: Hersham Centre for the Community

Date and time: Tuesday 13th January 2026 – 10am

Attendees	
John Jordan	Jan Koheli
Elaine Marchant	Chris Koheli
George McDonald	Charlie Cheeseman
Amba Dixon	Amy Hayes

Agenda:

- **Last Minute Actions**
- **Remembrance Sunday – George update**
- **DWP update**
- **CAB update**
- **Staff update**
- **Building Update**
- **Flu and covid**
- **AOB**

Minutes:

Last Minute Actions

- All agree on last minute actions

Remembrance Sunday – George update

- Good attendance at Remembrance Sunday
- A thank you was given to George for organising and laying the wreath on behalf of the surgery

DWP update

- There has been a slow down on patients for the DWP service (Rahmat)
- Walk in appointments can be advertised when Rahmat feeds back to Charlie at the beginning of the week on how many free appointments are available
- The offer is being posted on social media for patients to attend if needed.
- AH offered to help with filling in any available slots on the day if needed with patients attending the community centre.
- Rahmat attends every two weeks on a Monday

CAB update

- CC has been in talks with Citizen Advice Bureau
- CAB are going to be holding a clinic for Hersham Patients to discuss non-medical concerns
- Currently they can only accept a small number of patient referrals, and this will be increased once the clinic has been established



- CC will update the group at the next meeting
- ACTION: CC to arrange a meeting between CAB and DWP Rahmat to discuss potential patients to help together**

Staff update

- The surgery has a new Health Care Assistant – Kam
- Reception manager, Rebecca will be leaving the surgery in February

Building Update

- CC gave an update on the new surgery development
- Paperwork is currently with the GP's to be discussed and confirmed
- Feedback to be given at next meeting
- JJ will be updating Hershams Community Group
- JJ asked for support from the PPG by joining the Hershams Community Group. Leaflet handed to group on how to join
- From the last meeting with Berkley Developers is that the PPG attending the meetings is having a great impact and thanks was given
- Overall, the group thought this is moving in a positive direction

Flu and covid

- Covid vaccinations have now finished
- Flu's are still available for booking
- Currently there will not be a spring covid boost offering from the surgery, however this is being looked into.
- Feedback from the group regarding the booking system of covid/Flu received – this was noted as a learning outcome for the later 2026 clinic booking system
- It appears the pharmacy can provide flu & covid vaccinations along side the surgery but the contract for the GP surgery is that a GP must be onsite at all times throughout the clinic, GP is not onsite at the pharmacy.

ACTION: CC to look at the next years contacts on this

AOB

- CC addressed some of the social media comments on the surgery not providing home visits from the surgery – this is incorrect information, and the surgery are still offering home visits for patients .
- JJ wanted to feedback the good reviews he has received regarding the new website
- **ACTION: Agenda point for the next meeting for CK to feedback communication with Monica Harding – an email will be sent to Monica**

Next meeting date: Tuesday 3rd March 2026 – 11am



Action Log

Action	Action Owner	To be completed when? If applicable
CAB and Rahmat meeting to be arranged to discuss potential patients to help together	CC	
Pharmacy/GP contracts regarding flu clinics to be looked at for 2026	CC	

Action Log – From last meeting

Action	Action Owner	Completed
Hersham Shopping centre: John to add account details to the group email to be able to pay and join	John	complete
CC add information to surgery newsletter on joining the Hersham Group	Charlie	Will be added to January newsletter
John to arrange a leaflet drop	John	complete