

Kintbury & Woolton Hill Patient Participation Group

Minutes of the meeting held on Tuesday 03rd February 2026

7.00pm at Kintbury Surgery

Welcome – Peter Mason welcome to all members.

Present – Peter Mason (chair), Dr Heather Howells, Gavin Smith, Betty Taylor, Alan Cox, Avril Cole, Eliane Brichard, John Willmott, Clare Waters (Secretary)

Apologies – Anne and Alan Budd, Amy Tropman, Sarah Garland, Tony Garland, Mike Stapley, Gillian Guy, Maggie North

- 1. Minutes – Review** of minutes from meeting held at Woolton Hill Surgery on Tuesday 11th November 2025 (circulated).
- 2. Matters arising** – Nothing raised at the meeting.
- 3. PPG Vacancies – GS** attended the Patient Panel Meeting held at Shaw House on the 20th November 2025. Approximately 40 people attended from different practices. Simon Shaw (Healthwatch West Berkshire) attended. Patient Panel still has a very healthy surplus in its bank account. Adrian Barker(chair) and Mike Howie (vice chair) will continue in their roles. Dr Ellora Evans provided an overview of the West Berks Primary Care Alliance. Discussion ref 10-year plan vague but agreement that moving forward a before and after survey would be beneficial. **GS** has yet to receive the minutes will circulated to PPG members once received. **GS** – expressed surprise at some practices not having a PPG, NHS contract stipulates practices should participate in PPG . **PM**- PPG originally voluntary then semi statutory. **GS** – two face-to-face meetings a year, if anyone would like to attend these meetings please let Gavin know.
- 4. Surgery Staffing Updates – HH** – Karen Oakton (Practice Manager) will be leaving at the end of February 2026 after 15 years with the practise. The practice has employed Tracey Green a Consultant for primary care to carry out a review of the practice ref staffing structure / resources. **HH** – confirmed a clear staffing structure and plan is in place. Emma Goodson currently Deputy Practice Manager will take on the role as interim Practice Manager. Administration team will pick up some of her previous workload. Elan Ward (Pharmacist) on maternity leave. Locum Pharmacists have been employed to cover Elan’s leave, Hayley Brooks our current Pharmacy

Technician will also be covering workload. Florence Ezekwesili (Pharmacist) is leaving the practice. Nikita Batt our current registrar will leave in February after finishing her placement with us. Sal Motin our new register will be joining us in February working 4 days a week. Sal has been working at Burdwood. **HH** – confirmed several past receptionists are now working at both Kintbury and Woolton Hill Surgery on zero hours, covering holidays and sickness when required. Dispensary Manger Claire Digweed will be leaving the practice end of March to pursue a new career move / course. Currently recruiting for this position and Surgery Team Lead.

HH – asked that if the any problems or changes in services are noticed by the PPG or reported to the PPG please let her know. **PM**- Query is there a Staff structure for surgeries for PPG to see. **GS** – confirmed yes. **ACTION – GS** will circulate to PPG members. **PM** – On behalf of the PPG wanted to thank Karen for all her hard work over her 15 years.

5. **Covid Spring vaccination plan – GS** – Covid Spring booster programme will be delivered by the practice. It will provide Covid boosters to over 75 years old, Care home and housebound patients and immunosuppressed patients. This programme is scheduled to run from the 13/04/2026 – 13/06/2026. The Practice will be running a few Covid vaccination clinics, with at least one at each surgery site. Details will be confirmed nearer the time. **JW** – confirmed he had his winter covid vaccine at Lambourn surgery as was unable to attend the weekend, so options available elsewhere if you miss the dates provided by the surgery. **GS** Patients will be notified directly by the surgery. **GS** – will also share dates with local councils and volunteer groups to allow them to advertise the dates and process.

6. **Neighbourhoods (part of the NHS 10 year plan) – HH** – Discussed whose role to set up, originally local authority but agreed that the Practice needs a seat at the table. A neighbourhood requires a population of 50,000 and not aligned to current PCN's therefore possibility our neighbourhood would have to join with another to reach this figure, possibility of joining with Chieveley as within West Berks. **PM**- query how that effects patients cross boundaries with Hants? **HH**- The boundary still unclear, awaiting clarification, but aware of possible cross boundaries issues. Neighbourhood Report currently not available to her.

7. **Housing / Planning – GS** – Gave overview of recent drop-in session he attended at the Woodpecker Pub ref the proposed new housing development at Oakley Farm (opposite the development at Watermill Bridge). Main points

relevant to the practice was the provision of Healthcare / was a Healthcare plan undertaken by the LA or developer. The Council representative confirmed at the meeting that they had spoken to the relevant NHS trusts North Hants and Reading Hospital both confirmed that they would be able to meet the increased health care demands. **GS** – Queried at meeting if they had spoken to the local doctors surgeries. **GS** – confirmed implications to surgery would be an estimated 20% increase in new patient registrations. The structure / space of current practice buildings being the problem rather than staffing. **HH** – confirmed in the past recruiting for GP's has not been a problem for the practice. Confirmation from the Council they had not contacted local GP surgeries within catchment. Requested that **GS** put in an official concern/ query ref the impact increased patient numbers would have on the practice. **GS** – confirmed he has submitted his concerns on the website he was directed to. **GS** – consultation period closed, LA agreed to look at concerns / issues raised.

PPG members discussed further impacts to the area apart from health care provision, such as flooding and public transport. **GS** – confirmed at the meeting Basingstoke Council has approached Stage Coach who confirmed they will run a bus service from the development, no commitment to reinstate local services from Woolton Hill and surrounding villages.

PM – West Berks approved planning for 40 units at Enbourne, Circus staff. No consultation with surgery prior to approving the site.

8. Newbury / Andover bus service replacement

PM – Discussed the extended taxi service that has been provided. **AKC** – Confirmed taxi service running from Ashmansworth twice a week (Monday and Friday) 11:30 departure to Newbury and a return time of 13:30 from Newbury. Has to be booked a day in advance and will only run if has sufficient numbers. **PPG** attendees agreed does not cover all needs such as school / college times ad hoc appointments. **HH** – vulnerable patients unable to access support groups in Newbury and cost of taxi's too much. **GS** – confirmed Tom Thacker looking to extend the taxi service. Possibility of additional funding made available to volunteer organisations such as Neighbourcare to provide transport to Newbury. **SG** (chair of neighbourcare) has not heard anything from Lulu Bowerman (Hampshire Council Cabinet member) who was supposed to contact her to set up meeting.

9. Healthwatch Campaign – Men's Health Survey

GS – Discussed Men's Health Survey the practice will be advertising via link on website. "Men's Health Kickstart" focused on improving men's physical and mental health. The survey hopes to pinpoint why men are less likely to see a GP ref health concerns, what would make it easier for them to attend.

ACTION GS – will send links to the survey to local councils.

10. Member reports / AOB

AC – Discussed CancerCare a charity that provides transport to cancer patients for treatment / appointments at hospitals. As a trustee of the charity

wanted to make PPG members aware of this provision. **HH** – Will check with the practices Social Prescriber they are aware of the service. The practice sends a letter to all newly diagnosed cancer patients detailing charities and organisations who provide support. HH will check CancerCare is detailed on this letter. **AC** – confirmed will send information to the practice detailing what the charity can provide for patients.

GS – Editor of Spectrum parish magazine had asked if the Practice would provide a surgery update. GS suggested that this could in future include a route to recruit new PPG members, details to go out in the Spectrum magazine. **AKC** – Similar article should be provided for the other parish magazines in order to encourage PPG representatives from all villages. **HH** – should include The Fisherman magazine for Kintbury area. **ACTION GS – to follow up.**

HH – Discussed her new role as an ambassador for “Move with cancer 5k your way”. Linked with Greenham common 5k parkrun. Encourages people who have been affected by cancer and their families and carers to take part in the park run. They meet the last Saturday of each month at Greenham Common Park run. HH and other ambassadors are on site to walk/ run any of the distance and meet at the Greenham Common Control Tower for coffee after the run/ walk. **AC** – requested info she could share with Cancercare. HH will send.

Date of next meeting - Tuesday 12th May at 7.00 pm at Wooton Hill Surgery.