

Hollies Patients Forum (HPF)

Steering Group Meeting

Monday 28 July 2025, 6-7.30pm

Attendance

Niki Bramwell (GP Partner) (NB)
Linda Campbell (LC)
Sally Freeman (Secretary) (SF)
Rory Freeman (RF)
Howard Fry (E-group Coordinator) (HFy)
Ian Hodgson (Chair) (IH)
Jeet Khosa (JK)
John Nelson (JN)
Jean Nowell-Eyre (JNE)
Paul May (Observer, Carterknowle & Dore Practice) (PM)
Andy Smith (Practice Manager) (ASm)
Andrew Swartz (Observer, prospective HPF member) (ASw)
Michael Worboys (Newsletter Editor) (MW)

Apologies for absence

Linda Strudwick
Pauline Tryner
Barbara Wigley
Harry Frost

CORE AGENDA ITEMS

1. Apologies for absence

Apologies were received from Harry Frost, Linda Strudwick, Pauline Tryner, and Barbara Wigley.

2. Welcome and Introductions.

Andrew Swartz, a prospective member of the forum was welcomed to the group. Paul May, PPG member from Carterknowle & Dore practice, was also welcomed. Paul was observing the meeting as part of an initiative to develop stronger links between patient groups in the Porter Valley Primary Care Network (PVPCN).

3. Notes from previous meeting and action points

There were no action points from the previous meeting, and the minutes were approved.

CORE DISCUSSION THEME

4. Breastfeeding and maternal health

[World Breastfeeding Week](#) is from 1-7 August 2025, and SF provided an overview of current issues around maternal health and newborns, and the role of support services in primary and community care. She gave a short PPT presentation, which is attached with these notes.

PRACTICE FOCUS

5. Practice update – NB & ASm

- The impact of the [current strike by resident \(formerly ‘junior’\) doctors](#) on the practice is not insignificant. Four trainees allocated to Hollies are currently not working, and practice partners are working extra hours to cover the affected work areas. There may be a reduction in patient appointments during August, and the induction of new trainees

that would been expected over the next month will not take place unless the strike is resolved.

- **Vaccine clinics** for the Autumn are now being planned, and invitations for 'flu and other vaccines will be sent over the next few weeks to eligible patients. The clinics will take place on Saturday 4th and Saturday 11th October 2025, and around 2000 patients are expected to receive one or more vaccinations.
- The **HPF Patient Survey** for 2025 is now completed.
 - A full report and summary document will be shortly available on the website, and a text message sent to patients with information how to access the report.
 - The results were generally very favourable, especially regarding quality of care and the new system for triage and care navigation.
 - The survey also highlighted areas that can be improved, mainly around logistics, navigation around the practice, telephone access, and pharmacy/prescriptions. Continuity of care for patients with continuing care needs was also flagged by JK.
 - HPF is very grateful to all patients who completed the survey during April and May 2025. HPF also thanks Hollies staff for their support in preparing and implementing the survey, and their willingness to discuss and address areas for improvement. Finally, thanks to members (including some e-group members) who piloted the questionnaire for us.

PATIENT FORUM FOCUS

6. E- group feedback (HFr)

- There were no queries from the e-group.
- HFr is exploring ways to engage the e-group more in practice issues. IH suggested sharing a specific question with the e-group ahead of each steering group meeting. Also, development of a new practice patient guide is another opportunity to involve the e-group in practice developments.

7. HPF Newsletter, updates and next edition (MW)

- **The next newsletter** is due in September 2025. As confirmed at the last meeting:
 - HFr will **prepare a short item about Healthwatch** to be included in the newsletter.
 - IH will **prepare short item on SARS-CoV-2 variants** and the importance of COVID-19 vaccines (in preparation for the Autumn vaccine clinics).
- MW will also prepare a summary of the patient survey for the newsletter.
- Deadline for articles is 1st September 2025.

8. Revising the patient guide for Hollies patients (ASw)

- ASw shared progress on updating Hollies patient information leaflets. A recent guide developed by Falkland House earlier in 2025 (and being adapted by Hollies with their permission) is providing useful insights into what kind of information should be included in current patient guides.
- ASw will continue liaising with ASm, HPF, and where appropriate Margaret Booth (Chair, Falkland House PPG) to move this forward and develop materials meeting the needs of Hollies patients.
- A draft of materials will be available for comment before the next forum meeting.

9. Miscellaneous

- **Feedback from National Association of Patient Participation (NAPP)** – no specific updates, though IH shared information about NAPP's [Corkill Award](#). He proposed that

HPF should apply for this award, and the group agreed. A draft submission document will be available for comment at the next meeting.

- **Porter Valley Primary Care Network (PVPCN) feedback**
 - Another PVPCN patient meeting is being planned for the Autumn of 2025. Further details will be shared when available.
 - Meetings between PPGs in the PVPCN are continuing, and a joint teaching webinar on Sarcoidosis is being planned for the steering groups.
 - Another initiative is mapping active PPGs across the Sheffield Clinical Commissioning Group (CCG), comprising around 76 practices. This is completed, and next steps being decided. Details will be shared when available. AS highlighted patient engagement initiatives at Birley Medical Centre, who have an active Facebook page for PPG activities.
- **The future of Healthwatch Sheffield**
 - As part of the recent [10-Year Health Plan for England](#), published earlier this month by the Government, proposals include the closure of Healthwatch offices across England and the merging of their activities with other bodies.
 - This has caused some concern, especially for chairs of PPGs in the PVPCN who liaise regularly with Healthwatch as part of its patient engagement initiative.
 - PVPCN PPG chairs wrote to their MPs to highlight this issue and advocate for not closing Healthwatch. IH received an immediate response from Abtisam Mohamed (MP for Sheffield Central), who, as a Sheffield councillor, had close links with Healthwatch. Abtisam will meet with Lucy Davies (Chief Officer, Healthwatch Sheffield) to discuss this further.

ANY OTHER BUSINESS AND FUTURE FORUM MEETINGS

10. Any other business

- Thanks to **Linda Campbell** for providing **homemade cakes** for our meeting this evening, and Andy Smith for supplying coffee and tea.
- No other business.

Date of Next meeting

- Monday 6th October 2025 – Hollies MC 6-7.30pm [Theme: *Diversity and Health* to reflect [Black History Month](#)]

Remaining HPF Meeting in 2025 [Monday @ 6pm]

- 1 December 2025 [Theme: *HIV and prevention*, to reflect [World AIDS Day](#)]

SF/IH

5 August 2025 [FINAL]