

Attendance and apologies

- Christine, Sheila, and Clive sent apologies.

Minutes of last meeting

- Jane's requested edits have been incorporated into the main copy.
- No further corrections; minutes accepted as an accurate record.

Surgery updates

- No new news on premises or survey results—they're still awaited.
- New GP joining in January: surgery pharmacist Ali's sister
- Partners will review building survey feedback once available to decide on premises extension feasibility.
- Mention of Callum Anderson's visit—positive feedback which is featured in the Christmas newsletter.

Newsletter publishing

- Christmas newsletter published last week; copies were distributed to PPG before wider release.
- Current publisher (David Vaughan) is retiring; no replacement yet.
- Looking for alternative printing and publishing facilities for next issue.
- Suggestions made to connect with potential new printers who can handle existing layout "magic."

Finances update

- Total balance stands at £4,460.94. Breakdown:
 - Tombolafundraising: £542.23
 - Bird boxes: £105 + additional £50 recently added
 - Book sales: £239.48
 - Petty cash held: £491.71 (to cover upcoming print costs)
- Printing bill for the last newsletter settled; next bill pending.
- Jane secured £60 of M&S vouchers by exchanging small change, avoiding bank charges.
- Overall financial health described as "healthy" with clear tracking of income streams.

AOB

- Healthwatch meeting scheduled for 20 January (afternoon) to gather local PPGs on the 10-year plan.
- Two places tentatively booked; volunteers encouraged to join.
- Some members unable to attend; decisions to be confirmed outside the meeting.

Practice appreciation

- Jane and Dr Staten thanked the PPG for assistance throughout the year (fundraising, clinics, advocacy).
- PPG's activities have boosted the practice's reputation; voted number one practice in the local paper.
- Recognition of PPG-led community groups: singing, chair exercises, etc., helping promote the practice.

Sympathy card for Christine

- A card prepared in response to John's passing; members invited to sign.
- Funeral scheduled for Wednesday; Christine may rejoin in February if up to it.

Chair transition

- Current chair, Mark, announced this will be his last meeting as Chair due to personal commitments.
- Sarah has agreed to step forward as interim chair and will lead into the AGM in May.
- Thanks expressed for past support and confidence in the group's future activities.
- Actions and agenda items for next year will be discussed at the January meeting.

Conclusions

- PPG remains active and financially solid, with successful fundraising and clear accounts.
- Ongoing projects include premises survey review, Healthwatch engagement, and securing a new newsletter publisher.
- Transition to Sarah's leadership ensures continuity, and the group looks forward to defining objectives at the January meeting.