



Précis of PPG Meeting Minutes Thursday 15th January 2026 by Zoom

1. Previous Minutes

- Actions checked: the only outstanding action (contact with Community Catalysts) had been completed.
- Minutes from **14 Oct 2025** and the **AGM** were approved for posting on the NSP website.
- Agreed that notes older than 12 months should be removed from the website for archiving.

2. Practice Update

Staffing

- New Practice Manager settling in well.
- TW has joined as Operations Assistant after a gap-year role.

Building & Facilities

- New permanent lighting installed.
- Landlord addressing inadequate pathway gritting.

Recruitment

- Roles advertised: Urgent Care Practitioner and Salaried GP; early interest positive.

Health Hub Proposal

- Bid submitted to BOB ICS Innovation Fund to convert the empty front-right unit into a Health Promotion Hub.
- Model inspired by Warrington; hub to support patients around debt, housing, benefits.
- Potential partners: Vale Impact, benefits advisors.
- If successful, PPG reps from both practices will join the steering group.

Timescales

- Bids close **16 Jan 2026**; decisions **30 Jan 2026**.
- Projects start **1 April 2026** for two years, aiming for self-sustainability via rental income.

3. Future Talks

- **ACTION ALL:** Send ideas for future talks to SH/CL within a week.

4. Systems

- No updates.

5. SOPA

- Members asked to delete old SOPA notes.
- Next meeting: **19 Jan 2026**.
- If urgent issues arise, JP will circulate by email; otherwise update will be given in February.
- **ACTION JP:** Prepare notes from SOPA meeting.

6. Wantage Hospital

- Decoration delayed due to discovery of lead paint.
- Additional building work observed; comfort cabin in use by builders.
- Potential briefing from **MS** (League of Friends Chair) around Easter.
- Next Town Council meeting **27 Jan**; no PPG attendees available.

7. Communications

- Newsletter largely distributed; a few rounds pending (SH & JP).
- JG requested distribution list – SH to provide.
- **CL requested all newsletter feedback** from the wider patient community.
- QR code delay explained as a printing issue; aim for aligned release next time.
- Continued dialogue with Faringdon White Horse PPG; joint meeting confirmed for **17 March 2026**, 2pm at CSP.
- **Actions:**
 - SH to share distribution list with JG.
 - SH/AL/ALL to pass newsletter compliments to CL.

8. Treasurer's Report

- Balance: **£754.53**.
- Need a third bank signatory to replace JM; AL approved.
- Online banking to be explored once complete.
- **ACTION SH:** Inform HC that AL will be the third signatory.

9. AOB

Memorial for Julie

- Peace Garden works start end of January.
- Options: memorial bench or memorial tree (must be planted by end of March).
- **ACTION SH:** Consult GM (via Museum contact) on preferred option and plaque wording.

CQC Visit

- Expected before Easter; date may be known by the February meeting.
- Some PPG members may be contacted again.

PPG Induction Pack

- CL to circulate induction documents (welcome letter, TOR, aims, PPG leaflet, practice leaflet, safeguarding decision aid, confidentiality agreement).
- **All members:** Review and send comments; outstanding confidentiality agreements to be signed.
- TT to sign a printed copy at the surgery.

New Member Process

- CL proposed a simple, single-sheet process for new member appointment.
- JG suggested assessing candidate skills.
- **ACTION CL:** Send induction/appointment process draft for comments.

Recruitment

- Acknowledged ongoing difficulties attracting new members; more publicity about PPG work may help.

Website Review

- Review postponed until after the CQC visit due to ongoing updates.
- Temporary outages noted on 11–12 Jan.

Oxfordshire Neighbourhood Health & Care Approach

- Reference Group meetings on **4 Feb (2–3pm)** and **5 Feb (1–2:30pm)**.
- Members who did not receive invites should email PG by **30 Jan**.
- **ACTION BC:** Circulate Reference Group details (now included in minutes).

10. Dates of Next Meetings

- **Next PPG Meeting:** Tuesday **17 Feb 2026**, 2pm
- **Next Joint CSP–NSP Meeting:** Tuesday **17 March 2026**, 2pm at CSP Conference Room