

PPG Patient Steering Group – Meeting 22Agenda16/04/19

Subject		Owner	Duration
Introductions		All	05 mins
Feedback from Chapelgreen Practice		BF	15 mins
Agree Minutes from previous meeting		DB	05 mins
Review action points from previous meetings		EH	10 mins
Requested Agenda Items			
01	Elect New Officers – Chair etc	ALL	10 mins
02	Agree 2019 Meeting Dates	ALL	10 mins
Review new action points		EH	05 mins
Date of next meeting - TBC			

Action Points brought forward from previous meetings

No	Action	Result
02/16	EH to contact all members on the email distribution lists for minutes and agendas to gain their consent for emails to continue to be sent to in accordance with GDPR.	EH C/F
03/18	Ensure review of the quorum numbers is on the AGM agenda (see also decision 07 below).	EH C/F
01/20	Evelyn Hemper to add Election of Officers and 2019 meeting dates to the agenda for the March meeting.	EH C/F