

Minutes of PPG Annual General Meeting 04 February 2014

Present

Shobhna Dave	Pat Hair	Sandra Reed
Beverley Tavares	Elisabeth Clarke	Krishna Panthula
Dr Mohammed Dewji GP	Caroline Rose PM	Justine Campbell APM

Apologies: Margaret Coultrup, Pauline Coulthard, Daphne Tibbles, Nicholas Clarke

	ITEM	ACTIONS
1.	<u>Minutes of Last AGM</u>	
1.1	Minutes of last AGM were acknowledged.	
2.	<u>Matters Arising</u>	
2.1	None were noted.	
3 & 4	<u>Chair / Secretary's Report</u> The Report was prepared by the Chair and Secretary, and hard copies were provided to those attending. The report summed up the PPG's activities and achievements during 2013 and was welcomed. Pat Hair commented that it would be of particular relevance to the CQC. Copies will be distributed via email.	
5.	<u>Treasurer's Report</u>	
5.1	In the absence of a Treasurer, there is no Treasurer's Report for 2013.	
6.	<u>Election of Officers</u>	
6.1	Elections of Officers must be held annually. Currently, the number of repeat terms is unrestricted but Shobhna Dave said that she would like the term set. Pat Hair suggested setting the term at 5 years, bearing in mind that it is in order for officers to be re-elected. Dr Dewji pointed out that, within a GP practice, a longer term is in any case more appropriate, allowing time to settle into a role and becoming familiar and proficient within it. This was discussed and agreed.	

6.2	<p>PPG Officers for 2014 were elected as follows:</p> <p>Chair: Margaret Coultrup (agreed to be nominated prior to meeting and in her absence at this meeting) Nominated : Shobhna Dave Seconded : Pat Hair</p> <p>Vice Chair Shobhna Dave Nominated : Sandra Reed Seconded : Beverley Tavares</p> <p>Treasurer Pauline Coulthard (agreed to be nominated prior to meeting and in her absence at this meeting) Nominated : Elizabeth Clarke Seconded : Shobhna Dave</p> <p>Secretary Sandra Reed Nominated : Shobhna Dave Seconded : Pat Hair</p>	
7.	<p>Any Other Business</p> <p>There being no other business, the meeting was closed with thanks to all attendees.</p> <p>The next PPG AGM will take place in January 2015.</p>	