

# PPG Agenda – Hybrid Meeting February 13<sup>th</sup> 2025 In the Meeting Room - Time 5.00 pm

Charnwood Community Medical Group – Dr Hanlon and Partners.  
Patient Participation Group (PPG)

	Timing minutes	End Time
1. Chairman's welcome – Helen	5	17.05
2. Those present	10	17.15
3. Apologies received – (Mick perhaps)	5	17.20
4. Approval of minutes from December 12th 2024 and matters arising	10	17.30
5. Project groups 2024 – Update	15	17.45
6. DOCCLA – A Virtual ward. (Helen)	15	18.00
7. AGM March 13 <sup>th</sup> 2025. See election arrangements below 8. Annual Report 2024 to approve	15	18.15
9. Visiting speakers for 2025? a. Dr Goffin – prostate cancer (April 10 <sup>th</sup> )	10	18.25
10. Next meeting – March 13 <sup>th</sup> 2025 - . AGM, <b>NB the meeting will commence at 17.30 hrs</b>	5	18.30
11. AOB – a. - <i>MUST be notified to Chair before the start of the meeting please</i> b. Data Protection Legislation – a form will be on the table at our next meeting for you to sign	90	
<p>Join the meeting now: <a href="https://teams.microsoft.com/l/meetup-join/19%3ameeting_OTFIZjAwMjEtOTFjYy00Y2I4LTk4N2QtOWFLODJjNTYyMzhl%40thread.v2/0?context=%7b%22id%22%3a%2237c354b2-85b0-47f5-b222-07b48d774ee3%22%2c%22oid%22%3a%2221ceac16-a1ad-4f05-8280-ba4252f5cf0d%22%7d">https://teams.microsoft.com/l/meetup-join/19%3ameeting_OTFIZjAwMjEtOTFjYy00Y2I4LTk4N2QtOWFLODJjNTYyMzhl%40thread.v2/0?context=%7b%22id%22%3a%2237c354b2-85b0-47f5-b222-07b48d774ee3%22%2c%22oid%22%3a%2221ceac16-a1ad-4f05-8280-ba4252f5cf0d%22%7d</a></p> <p>Meeting ID: 341 432 179 732 Passcode: usCvSa</p>		

Encs –

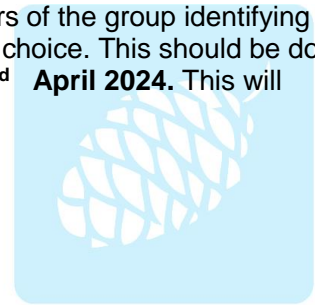
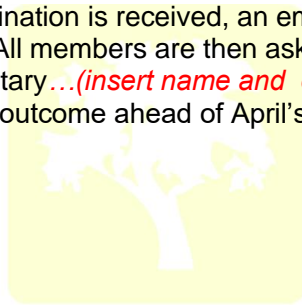
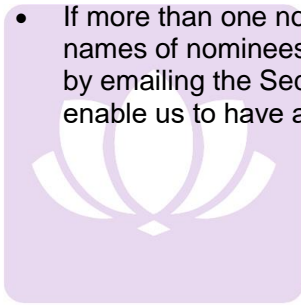
- Minutes - December 12<sup>th</sup> 2024
- Constitution v5 – to agree changes (in blue text)
- Annual Report 2024

*See overleaf for election procedures*

Election of the Management Team (procedures to be agreed at PPG meeting Feb 13<sup>th</sup> 2025)

- Currently –
  - Chair -Mick, Vice chair – Helen, Secretary – Carole, Management team -Bhasker.
- Nominations for Chair, Vice Chair and Secretary are welcome from members of the group.
- A member may nominate themselves, a seconder is still required
- Nominations and names of seconds should be sent to Paul <mailto:paulhanlon@nhs.net>. **by noon on Thursday March 6th**. If any are forthcoming then Paul will inform the group and arrange for a ballot if necessary
- If only one person is nominated and seconded for a particular role, they will be elected *nem con* and no ballot will be necessary.
- The election of a fourth member of the Management Team will be brought to our next meeting, April 10<sup>th</sup>.

- Election procedures of the fourth member
- All nominations and names of seconds must be sent to the newly elected Secretary...*(insert name and email address)* ... by the latest **5pm on Thursday March 27<sup>th</sup> 2024**
- If more than one nomination is received, an email will be sent to all members of the group identifying the names of nominees. All members are then asked to vote for their preferred choice. This should be done by emailing the Secretary...*(insert name and email address)* by **5pm on 3<sup>rd</sup> April 2024**. This will enable us to have an outcome ahead of April's meeting on April 10th.



CHARNWOOD  
COMMUNITY MEDICAL GROUP

