



## **Annual General Meeting Patient Participation Group to be held at The Stag Medical Centre on Thursday 16 January 2014**

**NB: The meeting will be held in the upstairs meeting room. Please contact Jenny on: 07563677432 if you arrive later than 5.30pm so that the front door can be opened for you.**

### **Agenda**

#### **Chair – Jenny Drew**

Ground Rules Reminder (on laminate cards)  
Terms of Reference (on laminate cards)

#### **1.0 Welcome and introductions**

1.1 Apologies

#### **2.0 Group Business**

2.1 Approval of minutes of last AGM meeting held 10<sup>th</sup> January 2013

2.2 Matters arising

#### **3.0 Reports 2013**

**Chair's Report – Jenny Drew**

**Vice Chair Report – Kath Perry**

**Secretary Report**

**Publicity Report**

#### **4.0 Election of Officers.**

**Chair**

**Secretary**

**Vice Chair**

**Publicity**

#### **5.0 Dates for meetings 2014 – has already been circulated**

#### **6.0 Any other business**

#### **7.0 Next meeting 5.30pm AGM 2015 TBA**