

PPG Agenda – AGM March 14<sup>th</sup> 2024  
At Rosebery Surgery. Venue – please ask at Reception - Time 5.00  
pm

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

Agenda

1. 17.00 – arrival
2. Chairman's welcome – Mick Gregory
3. Those present and apologies
4. Approval of Minutes. March 9<sup>th</sup> 2023
5. Visiting speaker – Dr Singh
6. Chairman's Annual Report – Mick Gregory
7. Practice and Federation Update – Paul Hanlon
8. Consideration of the PPG Constitution v 4.00 (14.03.19)
9. AOB
10. The meeting closes

Election of the Management Team (procedures agreed at PPG meeting Feb 8<sup>th</sup> 2024)

- 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 Thursday March 7<sup>th</sup>. If any are forthcoming then Paul will inform the group and arrange for a ballot.
- 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 11<sup>th</sup>
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- 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 28<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 4<sup>th</sup> April 2024**. This will enable us to have an outcome ahead of April's meeting on April 11<sup>th</sup>.

Encs :-

Minutes of the AGM March 10<sup>th</sup> 2023  
Chairman's Report 2023 -24  
Constitution (v4.00 10.03.22)