



## Minutes

### Patient Participation Group Annual General Meeting

Held on

Tuesday 14<sup>th</sup> November 2017

At the Deepings Practice

1. **Present:** Mrs Margaret Parkinson (Chair), Mrs Daphne Harrison (Secretary), Mrs Heather Purllant (Treasurer), Mrs Marion Brown, Mr Graham Harris, Mrs Helen Perkins, Mrs Janet Quinn, Mrs Pat Talbot, Mr David Wragg.

Ms Jackie Wright – The Deepings Practice

Mr Gordon Stewart and Mr Alan Mckie Car Scheme Co-ordinators

Mrs Stephanie Balderson

2. **Apologies:** Miss Linda Moment and Mrs Jenny Blake

3. **Chair Person's opening remarks**

The Chair welcomed the committee members to the Annual General Meeting and extended a warm welcome to all those present.

4. **Minutes of the last meeting**

The minutes of the Annual General Meeting held on Tuesday 8<sup>th</sup> November 2016 were agreed.

Proposed by Mrs Janet Quinn and seconded by Mrs Helen Perkins

5. **Matters Arising**

There were no matters arising.

6. **Chair's Annual Report**

The chair tabled and read her annual report. There were no questions from the committee.

Proposed by Mrs Pat Talbot and seconded by Mrs Helen Perkins

7. **The Annual Accounts**

The Treasurer produced the annual accounts and copies were circulated. The accounts stood at:

Main Account – Base Reward

Opening Balance £448.47

Closing Balance £1939.17

## Car Scheme Account

Opening Balance £189.14

Closing Balance £193.14

There were no questions from the committee and the accounts were agreed.

Proposed by Mrs Heather Purllant and seconded by Mrs Janet Quinn

### 8. **Appointment of Auditor**

The chair proposed that Mr R Talbot be appointed as auditor for a further year and this was agreed.

Proposed by Mrs Margaret Parkinson and seconded by Mr David Wragg

### 9. **Car Scheme Report**

The Car Scheme Co-ordinator tabled the Annual Report showing the figures from January 2017 to the end of October 2017

Proposed by Mr Gordon Stewart and seconded by Mr Graham Harris

### 10. **Resignation of Committee Members**

In accordance with the Constitution all members resign annually and were eligible for re-election.

### 11. **Election of Committee Members**

All those standing for election were returned see attached result sheet.

### 12. **Resignation of Executive Members**

In accordance with the Constitution the executive resign annually and were eligible for re-election, see attached result sheet

### 13. **Election of Executive Members**

The Chair, Treasurer and Secretary were returned see attached result sheet.

### 14. **The Constitution**

Following the agreement to update the constitution a working Group suggested to take this forward. Four members of the committee volunteered to this working Group. Mrs Margaret Parkinson, Mrs Heather Purllant Mrs Daphne Harrison and Miss Jackie Wright.

### 15. **Date of 2017 Annual General Meeting**

The next Annual General Meeting of the Deepings and Glinton Patient Participation Group will be held on the 13<sup>th</sup> November 2018

There being no other business the Annual General Meeting 2017 closed at 2.40 p.m.



The Deepings Practice Patient Participation Group Annual General Meeting 14 November 2017  
 Committee members and the executive stand down annually at the AGM and are eligible to stand for election  
 The Committee comprises of 10 Members including three Executive Members

<b>Committee Members 2016/2017</b>	<b>Standing for election 2017/2018</b>	<b>Result of Ballot</b>
Mrs Jennifer Blake	Standing	Elected
Mrs Daphne Harrison	Standing	Elected
Mrs Margaret Parkinson	Standing	Elected
Mrs Heather Purllant	Standing	Elected
Mrs Helen Perkins	Standing	Elected
Mrs Janet Quinn	Standing	Elected
Mrs Pat Talbot	Standing	Elected
Mr David Wragg	Standing	Elected
	Mr Graham Harris	Elected
	Mrs Linda Moment	Elected
	Mrs Stephanie Balderson	Withdrawn
<b>Co-opted Members</b>		
Mrs Linda Moment		
<b>Resigned Members</b>		
Mrs Marion Brown	Resigned	

#### THE EXECUTIVE

<b>Position</b>	<b>Member 2016/2017</b>	<b>Standing for re-election 2017/2018</b>	<b>Result</b>
Chair	Mrs Margaret Parkinson	Standing	Elected
Treasurer	Mrs Heather Purllant	Standing	Elected
Secretary	Mrs Daphne Harrison	Standing	Elected