

GREAT HARWOOD MEDICAL GROUP (GHMG)

PATIENT

AGM – Tuesday 25th January 2023 1.00pm

| Item | Minute | Action | | | | | | | | | | | | | | | | |
|-----------------|--|-----------------|---------------|----------------|-------------------|------------|--------|----------------|---------------|----------|--------|---------------|-------------------|------------|--------|----------------|----------------|--|
| 1. | <p>Members Present Sarah Lord (Practice Manager), Pauline Quinn (Chairperson), Carol O’Brien (Secretary), David Cockett (Treasurer), Alan Wilkinson, Julia Ashworth, Christine Jackson.</p> <p>Apologies Lyndsay Williams and Margaret Morrison</p> <p>Chairman’s Welcome A tribute was read out for Kevin Dean who sadly passed away early in the new year.</p> <p>As there has not been any recommendations to change the Terms of Reference these shall remain unaltered.</p> | | | | | | | | | | | | | | | | | |
| 2.. | <p>Acceptance of Minutes of AGM 2022</p> <table border="0" style="width: 100%;"><tr><td style="width: 50%;">Proposed</td><td style="width: 50%;">Second</td></tr><tr><td>Alan Wilkinson</td><td>Christine Jackson</td></tr></table> | Proposed | Second | Alan Wilkinson | Christine Jackson | | | | | | | | | | | | | |
| Proposed | Second | | | | | | | | | | | | | | | | | |
| Alan Wilkinson | Christine Jackson | | | | | | | | | | | | | | | | | |
| 3. | <p>Matters Arising We accomplished our goals for 2022/2023</p> | | | | | | | | | | | | | | | | | |
| 4. | <p>Organisation of the Group (elections) Terms of Reference 4.1 – 4.2 Membership of the Group Terms of Reference 3</p> <p>The Election of Officers</p> <p>CHAIR PERSON - Pauline Quinn</p> <table border="0" style="width: 100%;"><tr><td style="width: 50%;">Proposed -</td><td style="width: 50%;">Second</td></tr><tr><td>Carol O’Brien</td><td>Alan Wilkinson</td></tr></table> <p>VICE CHAIR PERSON - Sarah Lord</p> <table border="0" style="width: 100%;"><tr><td style="width: 50%;">Proposed -</td><td style="width: 50%;">Second</td></tr><tr><td>Julia Ashworth</td><td>Carol O’Brien</td></tr></table> <p>SECRETARY - Carol O’Brien</p> <table border="0" style="width: 100%;"><tr><td style="width: 50%;">Proposed</td><td style="width: 50%;">Second</td></tr><tr><td>David Cockett</td><td>Christine Jackson</td></tr></table> <p>TREASURER - David Cockett</p> <table border="0" style="width: 100%;"><tr><td style="width: 50%;">Proposed -</td><td style="width: 50%;">Second</td></tr><tr><td>Julia Ashworth</td><td>Alan Wilkinson</td></tr></table> | Proposed - | Second | Carol O’Brien | Alan Wilkinson | Proposed - | Second | Julia Ashworth | Carol O’Brien | Proposed | Second | David Cockett | Christine Jackson | Proposed - | Second | Julia Ashworth | Alan Wilkinson | |
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| Julia Ashworth | Carol O’Brien | | | | | | | | | | | | | | | | | |
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| Julia Ashworth | Alan Wilkinson | | | | | | | | | | | | | | | | | |
| 5. | <p>Secretary’s Yearly Report 2022 - 2023 This report was circulated to all members prior to the AGM. No Questions were asked, however Carol was thanked for her work over the last twelve months</p> <table border="0" style="width: 100%;"><tr><td style="width: 50%;">Proposed</td><td style="width: 50%;">Seconded</td></tr><tr><td>Pauline Quinn</td><td>Sarah Lord</td></tr></table> | Proposed | Seconded | Pauline Quinn | Sarah Lord | | | | | | | | | | | | | |
| Proposed | Seconded | | | | | | | | | | | | | | | | | |
| Pauline Quinn | Sarah Lord | | | | | | | | | | | | | | | | | |

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| 6. | <p>Treasurer's Yearly Report This report was circulated to all members. No questions were raised. Proposed Julia Ashworth</p> <p style="text-align: right;">Seconded Pauline Quinn</p> | |
| 7. | <p>Aims of the Group & Activities – Terms of Reference 2.1 – 2.2 Terms of Reference 5.1 – 5.8</p> <ul style="list-style-type: none"> • To resource funds for a 2nd edition of the Community Activity Booklet • Produce 4 on-line newsletters • To put newsletter on Facebook • Flu clinics – to advertise the importance around having your vaccination at the Practice in July's newsletter • To conduct a Practice Survey • To continue our Face book presence • Post all our meetings and Minutes on GHMG website • Post advertising for PPG members on; IT moving screen in Reception, notice board, perspex screen around Reception, Facebook and Newsletter | <p>David & Alan</p> <p>Sarah & Carol Carol</p> <p>Sarah & Carol Sarah & Members</p> <p>Lyndsay & Carol Sarah & Web Designer</p> <p>Sarah, Carol and Lyndsay</p> |
| 8. | <p>Meetings of the Group - Terms of Reference 5.1 – 5.4</p> <ul style="list-style-type: none"> • Hold 4 meetings and 1 AGM • To be held in the Practice Library • To be held on a Tuesday at 1.30pm unless advertised differently • To try as much as possible to represent a cross section of our community. | |
| 9. | <p>AGM – AOB None A meeting followed this AGM</p> | |